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Contracts and grants sponsored under the Manpower Development and Training Act of 1962, as amended, and active for the fiscal year 1965 are described. Subject areas of research include: (1) Counseling and Guidance, (2) Discrimination in Employment, (3) Economic Growth, (4) Education, (5) Employment, (6) Industries, (7) International Experience, (8) Labor Force, (9) Job Finding and Placement, (10) Military Service, (11) Mobility, (12) Occupations, (13) Older Workers, (14) Projections, (15) Resources, (16) Requirements, (17) Technological Change, (18) Training, (19) Unemployment, (20) Women, (21) Workers with Special Employment Problems, and (22) Youth. The contractor, contract number, project title, principal staff, objectives and procedures, status of project, and highlights of findings, if available, are listed for each project. The document is indexed by subject and by contractor. Appendixes contain locations of research reports, guidelines for submitting resource proposals, and guidelines for applications for grants. (MM)

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MANPOWER AND AUTOMATION RESEARCH

SPONSORED BY THE

OFFICE OF MANPOWER, AUTOMATION AND TRAINING

THROUGH JUNE 30, 1965

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U.S. DEPARTMENT OF LABOR
W. Willard Wirtz, Secretary
MANPOWER ADMINISTRATION

VT005229

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION

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SEPTEMBER 1965

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(Revised Edition)

INTRODUCTION

This publication lists contract and grant research sponsored by the Office of Manpower, Automation and Training, of the Manpower Administration. OMAT conducts and coordinates research in the broad areas of manpower resources, requirements, development, utilization, and automation and technological change, for the purpose of developing information which will lead to programs and policies needed to deal with the problems of unemployment.

Projects contracted for in Fiscal Year 1965 are summarized in Part I. This section also includes grants, which have been awarded only since the enactment of amendments to the Manpower Development and Training Act in April 1965. Research projects in process at the end of FY 1965 are summarized in Part II, and Part III covers completed contracts.

For each project listed in Parts I and II, information is provided about the name of the contractor (or grantee), principal investigators, objectives and procedures, and the status of the project as of June 30, 1965. Where available, highlights of findings are supplied in these sections; such findings are preliminary and subject to revision.

OMAT accepts for consideration for contracting research proposals from academic institutions, State and local government organizations, and other organizations and individuals with research capabilities in the manpower area. Appendix II provides guidelines for preparing research contract proposals.

OMAT's research authority was extended to grants in April 1965, and guidelines to be used in applications for grants of $10,000 or less (including indirect costs) are included as Appendixes III and IV. The grant program is intended to support exploratory research which may lead to the development of new fields of inquiry or new methods of approach to areas already being studied, and research for doctoral dissertations in the field of manpower.

The libraries and field locations at which completed contract research reports may be consulted are listed in Appendix I. Not listed in this publication are contracts for experimental and demonstration projects, which are supported by OMAT under a different program. For information on that program, on specific projects mentioned in this document, or on the contract or grant programs, write to:

Director
Office of Manpower, Automation and Training
U.S. Department of Labor
Washington, D.C. 20210

SUBJECT AREAS OF RESEARCH[*]

The contract research program covers a wide range of subjects within the manpower field. The following detailed listing of research areas indicate the current areas of emphasis in the research program.

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PART I

NEW PROJECTS

(Initiated in Fiscal Year 1965)

Alphabetically by name of contractor.

CONTRACTS

Contractor: American Association of University Women Educational Foundation
2401 Virginia Avenue, N.W.
Washington, D.C.

Contract No.: 81-08-18

Project Title: Counseling Techniques for Mature Women

Principal Staff: Dr. Eleanor Dolan, Principal Investigator
Dr. Kate Hevner Mueller
Dr. Virginia Kirkbride
Mrs. Marguerite W. Zapoleon

Objectives and Procedures:

This project is based on the premise that adult women, who with increasing frequency want to enter or return to the working world after long absences, require different types of counseling than do other groups in the labor force. Specifically, they need help with occupational goals, educational requirements, and information on opportunities in suitable occupations. The objectives of the AAUW project are to develop techniques needed by counselors to assist mature women entrants and re-entrants to the labor force.

The educational phase of the project brought together about 20 counselors who have a special interest in working with adults or training others to do so. For 8 weeks during the summer of 1965 the participants attended lectures, seminars, and practical demonstrations related to the counseling of mature women.

Status of Project:

The educational sessions of the project were to end in early August 1965. Based on these sesseions, the principal staff of the project is preparing a manual setting forth techniques for counseling mature women. The manual should be ready for publication early in 1966.

Contractor: Association for the Help of Retarded Children
New York City Chapter
New York, New York

Contract No.: 81-31-21

Project Title: The Employment Status of New York City's Mentally Retarded Adults

Principal Staff: Miss Ida Alpert, Senior Investigator
Mr. Jack Tobias, Project Consultant
Dr. Jacob Cohen, Statistical Consultant

Objectives and Procedures:

The objective of this study is to determine the current employment status of mentally retarded adults in New York City and to develop information to enhance their future success in finding jobs. Specifically, the study will involve investigation of: (1) the current employment status of young adults who had been classified as retarded during their school years; (2) the employment patterns of retarded workers in terms of stability of employment, job categories, earnings, and methods of placement; and (3) the extent to which retarded persons utilize public and voluntary agencies in their efforts to find employment.

The study will survey 500 persons who have completed special education classes in the city. Half the group has been out of school for 2 years and half for 5 years. School records are to be examined, home interviews held with each subject, and psychological evaluations will be made of selected subgroups.

Status of Project:

Work began in January 1965, and the final report is due in early 1967.

Contractor: University of California
Human Factors in Technology Research Group
Institute of Engineering Research and Institute of Industrial Relations
Berkeley, California

Contract No.: 81-04-05

Project Title: Job and Skill Changes Associated with Automation

Principal Staff: Dr. Louis E. Davis
Dr. E. R. F. W. Crossman
Dr. Lloyd Ulman

Objectives and Procedures:

This exploratory study is investigating the broad outlines of job and skill changes associated with current trends in automation and other technological advances. Case studies are being grouped and compared in order to determine:

1. The changes produced by two or more successive levels of technological advance in the same industry or trade on the functions, tasks, and jobs within comparable groups of operators, maintenance staff, specialist-technicians, and first-line supervisors. An example of such changes would be those occurring in chemical manufacture as it evolves from small batches under manual control, to large batches, to conventional automatic control, and finally to on-line computer control.

2. The economic justification for the changes observed in the case studies, including changes in labor costs, methods of payment, hourly wage costs, et cetera; in relation to each technological level.

3. Wherever possible, the performance or ranking of individuals doing the same job with different education or training will be compared.

Status of Project:

The final report is scheduled for late 1965.

Contractor: University of California at Los Angeles
Institute of Industrial Relations
Los Angeles, California

Contract No.: 81-04-36

Project Title: Automated and Nonautomated Jobs in the Los Angeles Aircraft Industry

Principal Staff: Dr. Paul Prasow

Objectives and Procedures:

This 2½-year longitudinal study is intended to determine:

1. Significant training and educational differences which exist in the requirements of automated and non-automated jobs, and

2. Whether the criteria used by employers in the recruitment, selection, training, and placement of workers for automated jobs differ significantly from those used for non-automated jobs.

Data will be collected through questionnaires sent to sample groups of blue- and white-collar workers, supervisors, and union officials. Three questionnaire surveys of the same groups of individuals will be conducted at 12-month intervals. Company records will also be analyzed.

Status of Project:

Work on the project began in June 1965. Completion is scheduled for December 1967.

Contractor: Bureau of the Census
U.S. Department of Commerce
Washington, D.C.

Contract No.: 81-08-24

Project Title: Regional Tabulation of Labor Force Status by Educational Attainment, Age, Color, and Sex

Principal Staff: John Beresford
Population Division

Objectives and Procedures:

Previously unpublished data were tabulated from the 1960 Census of Population for four regions: Northeast, North Central, South, and West. These data will be studied to see if there are regional differences for labor force and employment patterns by level of education, marital status, color, age, and (for women) the presence of own children in household.

Status of Project:

The tabulations have been completed, and analysis will be finished by late 1965.

Contractor: Columbia University
New York, New York

Contract No.: 81-31-12

Project Title: Manpower Resources and Economic Growth

Principal Staff: Dr. Eli Ginzberg
Director of the Conservation of Human Resources Project

Objectives and Procedures:

The objective of this study is to identify and analyze sectors, or "growth constellations," in the economy to determine the role of manpower resources in the expansion of the economy. It is one in a series of related studies conducted by Columbia University for the Department of Labor.

For the current contract period, several studies have been planned. One will explore, through case history approaches, the role of available trained manpower as a determinant of economic growth. In addition, a systematic organization and examination of data bearing on employment expansion during the past 2 decades will be continued to enable a review of efforts--particularly at State and local levels--of steps taken to stimulate job development.

Status of Project:

Some of the findings of this study were published in the book--The Pluralistic Economy--published in 1965. (Eli Ginzberg, Dale L. Hiestand and Beatrice G. Reubens, McGraw-Hill Book Co., New York, 1965) Two reports on case studies on manpower expansion--"Manpower Resources and Nuclear Power" and "The Expansion of Producers' Services"--are also to be completed in 1965.

Work has also begun on a study of "The Varieties of Employment Expansion." This is concerned with the characteristics of the manpower supplies in the expanding sectors of the economy, and will include an analysis of the various types of public and private activities undertaken to expand employment in particular regions and localities.

Highlights of Findings:

In The Pluralistic Economy it is pointed out that while the nation's economic structure has been considered to consist primarily of private profit-seeking enterprises which have been almost exclusively responsible for the constant growth and increasing scope of economic activities, a more realistic view calls for recognition of the increasing role played by not-for-profit enterprises, i.e., government and other nonprofit institutions.

Significant findings from this study include the following: the not-for-profit sector accounted for nearly one out of two net new jobs in the economy between 1950 and 1960 and has grown relatively more rapidly than the private sector in each of the last three decades; directly and indirectly this sector accounts for about one-fourth of the nation's income and up to two-fifths of

Contract No.: 81-31-12

Project Title: Manpower Resources and Economic Growth

Highlights of Findings (Continued)

total employment, and; the not-for-profit sector plays a strategic role in facilitating technological advances through its training of professional and technical manpower and in its direct and indirect employment of this group.

The report also emphasizes that providing jobs for our expanding labor force requires increased efficiency in both the private profit-seeking and not-for-profit sectors of our economy, and on cooperation and complementary action between the sectors.

The study of nuclear power emphasizes the crucial role of highly qualified personnel in the development of a new technology and the critical role of government in providing appropriate personnel in the early developmental period of this activity. Failure to secure an adequate core of such personnel could result in excessively high costs of development.

The study of the increasing importance of producers' services points out the growing tendency of employers to reduce their regular manpower requirements by contracting for such services. The report discusses the growth of, and the factors contributing to the rise in the producers' services sector and examines the nature of its labor force, including such factors as its occupational characteristics, range of educational attainment, earnings, sex, and race.

Contractor: University of Houston
Houston, Texas

Contract No.: MDTA 81-42-04

Project Title: An Analysis of Forces Underlying Decisions of Potential Workers to Refrain from Labor Force Participation

Principal Staff: E. E. Liebhafsky
Professor of Economics

Objectives and Procedures:

This pilot study is attempting to develop a methodology to investigate the reasons why persons who could be expected to be in the labor force, are not. It is hoped that the information gained from the study will: (1) Contribute to an understanding of the attitudes of workers who withdraw from or refrain from entering the labor force; (2) help determine methods for inducing such potential workers to seek jobs; and (3) provide better guides for the development of training programs and school curriculums.

The study is being conducted in the Houston, Texas, labor area and will involve interviews of about 60 men who are neither working nor actively seeking work. The interviews are designed to: (1) Identify work attitudes and their causes, and (2) provide information concerning the work experience, unemployment histories, skills, educational attainment, place of birth and other subsequent areas of residence. The interviews are expected to provide the basis for a methodology (a questionnaire and/or interview techniques) for future study of potential workers.

Status of Project:

The study is scheduled to be completed by September 30, 1965.
It is expected to provide a basis for a more extensive study of: (1) The means of identifying potential workers outside the labor force, and (2) the concepts used in determining their labor force classification.

Contractor: University of Maryland
College Park, Maryland

Contract No.: MDTA 81-19-37

Project Title: Employment Problems of Released Prisoners

Principal Staff: Dr. George A. Pownall, Project Director

Objectives and Procedures:

This pilot study will analyze the employment problems of released prisoners and evaluate their experiences in the light of their pre-prison educational background and job experiences, and their vocational or work-related training in prison. The information gathered will serve as a basis for recommendations to improve vocational training programs in correctional institutions and to increase opportunities for employment of releasees. A secondary objective is to develop suggestions for improving the reporting system through which employment and related data are collected on parolees.

Information will be obtained through interviews with parolees in the Baltimore and Philadelphia areas and from official records. Detailed information will be gathered concerning parolees' job seeking efforts, wages, satisfaction with employment, and reasons for not seeking work if not gainfully occupied.

Status of Project:

The project is in its initial phase, and will be completed by Fall 1966.

Contractor: The University of Minnesota
Minneapolis, Minnesota

Contract No.: MDTA 81-22-01

Project Title: Work Attitudes of Unemployed Youth

Principal Staff: Dr. Rene' Dawis

Objectives and Procedures:

This is a study intended to determine the relationship of the attitudes, needs, expectations, beliefs, and perceptions of unemployed youth to desirable and undesirable work experience. The socio-economic characteristics associated with those subjective attitudes will also be explored.

The subjective attitudes and the job experience of the sample groups will be analyzed to determine the actual extent and importance of the above factors in determining the success or lack of success at employment.

The study will focus on a comparison of three samples of 100 individuals each, drawn from Minneapolis public high schools and consisting of recent high school graduates; high school students identified by their school counselors as potential dropouts; and persons who actually drop-out. The young people in each sample will be followed up for a year following the first contact, and the work experience of each will be studied, including such factors as job-finding time if employed, pay rate, number of jobs held, time employed, and job satisfaction.

The major factors believed to influence the employment experience of each youth will be evaluated through tests questionnaires, and interviews. These factors consist of level of education; attitudes, needs, expectations, beliefs, and perceptions; jobseeking behavior; work history prior to data collection period; aptitudes; and demographic variables, such as age, race, parental occupation, and parental education.

Status of Project:

Questionnaires were pretested early in 1965. The anticipated completion date of the project is mid-1967.

Contractor: University of Minnesota
Educational Research and Development Council of the Twin Cities
Metropolitan Area, College of Education
Minneapolis, Minnesota

Contract No.: 81-22-30

Project Title: Job Experience of Young Men Graduated from High School

Principal Staff: Howard E. Bergstrom, Project Coordinator

Objectives and Procedures:

The main objective of this project is to develop a method for predicting job success by relating a worker's high-school background to the most desirable qualities for a worker in his particular occupation. If this method of measuring a worker's employability proves feasible, it will be useful in defining requirements for entry-level jobs and for strengthening high-school programs.

A sample of 1963 male high-school graduates have been interviewed regarding their employment experience since graduation. The sample includes the graduates from three high schools in the Twin Cities area of Minnesota: a suburban comprehensive high school, an urban comprehensive high school, and an urban vocational high school. Data on the graduates' individual educational backgrounds have been recorded from school records, and their employers and immediate supervisors have been interviewed. From this information, some tentative conclusions will be drawn relative to such questions as whether school achievement leads to "better" jobs, whether high-school graduates get jobs for which they have been trained, and the extent to which the type of high-school program the worker has pursued--vocational, vocationally-oriented, or general--influences his employability.

Status of Project:

A final report is scheduled for completion in mid-1966.

Contractor: University of Missouri
Columbia, Missouri

Contract No.: 81-24-16

Project Title: Conference on Government-University Relations in the Professional Preparation and Employment of Counselors

Principal Staff: Dr. John F. McGowan

Objectives and Procedures:

The problem of an adequate supply of professional and related technical personnel in the field of counseling was studied in a conference in Washington, D.C., on June 2-3, 1965. The project will result in a set of guidelines which hopefully will contribute to a better understanding and more effective relations between the Federal Government and universities in dealing with employment problems in counseling and related services. A series of studies and invitational papers was prepared for consideration by the conference participants. A report of the conference proceedings is being prepared which will include the papers, additional studies, and specific recommendations.

Status of Project:

A final report is scheduled for late summer 1965. Currently available are preliminary work-study papers presented to the participants by recognized leaders in the counseling profession. These papers, which will be published in the final report, cover a wide range of topics, including the supply of and demand for counselors, standards and resources of counselor-training institutions, and the roles and functions of professionally trained counselors. Recommendations are in the process of being formulated.

Contractor: University of Missouri
College of Education
Columbia, Missouri

Contract No.: MDTA 81-24-25

Project Title: A Follow-Up Study of MDTA Trainees in the Cities of St. Louis, Kansas City, and Joplin, Missouri

Principal Staff: Dr. H. H. London, Principal Investigator

Objectives and Procedures:

The purpose of this research study is to evaluate the effectiveness of MDTA training received by approximately 500 people who have, or will have, completed MDTA training during 1965 in Missouri. Their original placements are to be checked and they and their employers are to be interviewed 6, 12, and 18 months later. The project will test an approach for compiling data needed to analyze and evaluate the effectiveness of the training program. Since this study covers an 18-month post-training period, it will not only serve as a validation for the present follow-up system (6 and 12 months), but will furnish data for an additional 6 months on the trainees' post-training activities.

Status of Project:

The final report will be completed in late 1967.

Contractor: National Planning Association
Washington, D.C.

Contract No.: 81-08-20

Project Title: Manpower Needs for National Objectives in 1970 and 1975

Principal Staff: Dr. Leonard Lecht, Director
National Goals Project

Objectives and Procedures:

This project is based on the earlier phase of the National Planning Association's Goals Project which has estimated the private and public dollar costs of pursuing national objectives in 1970 and 1975.* The primary objective of the study is to develop projections of manpower requirements by occupation in 1970 and 1975 for achieving national objectives in education, health, housing, space, plant and equipment, and other areas. Manpower projections will be prepared for major occupational groups and the individual occupations within each group for some 30 economic sectors.

While many significant projections of manpower needs have been made for the next decade, a distinctive element in the present work is that it will offer a framework for relating occupational requirements to national objectives conceived as a system of partially competing and partially interdependent claims on resources.

Status of Project:

Work on the project is underway, and a final report is due in March 1966.

*Leonard A. Lecht, The Dollar Cost of Our National Goals, National Planning Association (Center for Priority Analysis Research Report #1), Washington, D.C., May 1965.

Contractor: New York University
New York, New York

Contract No.: 81-31-19

Project Title: Local Manpower Data Programs

Principal Staff: Dr. Bruno Stein

Objectives and Procedures:

This study is concerned with the need of State and local areas for manpower data for local planning and program purposes.

Its objective is to facilitate the development and use of local manpower data by providing perspective as to the types of data now prepared and published by various state and local areas. It will consider the nature of various types of data, possible sources or means of developing such data, and the relevance of different kinds of data for different purposes.

The procedure will be to analyze a wide variety of state and local publications which present manpower data. The analysis will examine their content, sources and techniques used to develop the data, the limitations of the data, and statements of uses or goals for which the data are intended.

Status of Project:

A final report is due early in 1966.

Contractor: North Carolina State of the University of North Carolina
at Raleigh

Contract No.: 81-32-11

Project Title: The Costs and Returns of Industrial Education:
A Pilot Study

Principal Staff: Dr. Loren A. Ihnen and Adger B. Carroll

Objectives and Procedures:

This pilot project will test the feasibility of a new method of measuring the costs and returns of investment in industrial education. As technological innovations are adopted, industrial education becomes more necessary, and its evaluation becomes more complex. The method to be tested in this study will develop estimates of costs and returns through the control and measurement of a greater number of related variables than have been treated in previous published studies of this nature.

The estimates to be developed and tested will be based on data acquired through personal interview from three sources: (1) the educational expenditures and monthly income histories of a sample of North Carolina industrial school graduates; (2) the monthly income histories of a similar-sized sample of North Carolina high school graduates; and (3) records maintained by school officials for estimating private cash outlays--including earnings foregone while in school--and public costs.

Status of Project:

All necessary data have been collected from the three sources, and the study is scheduled for completion in late 1965.

Contractor: Northeastern University
Bureau of Business and Economic Research
Boston, Massachusetts

Contract No.: 81-20-34

Project Title: Evaluation of the Training of Tool and Die Makers

Principal Staff: Dr. Morris A. Horowitz, Project Director
Professor of Economics and Chairman
Department of Economics

Dr. Irwin L. Herrnstadt
Associate Professor of Economics and Senior Research Associate
Bureau of Business and Economic Research

Objectives and Procedures:

There are several alternative combinations of education, training, and experience through which a worker masters the skills needed for a particular occupation. The objectives of this project are to define these various paths of skill acquisition and determine which is the best for the occupation of tool and die-maker.

Surveys will be conducted both to determine the ways of preparing for occupations, and to rank these various ways in terms of the skill levels of the workers they produce. The survey will be limited to 400 tool and die makers and their supervisors, in the Boston area. Workers will supply information on their schooling and employment history. Then they will be ranked by their immediate supervisors according to their performance of the significant work requirements of the occupation. If this system of ranking workers' backgrounds of job preparation according to their abilities proves reliable, it can be adapted for use in determining which types of education and training should be developed or expanded.

Status of Project:

The final report is scheduled for mid-1967.

Contractor: North Star Research and Development Institute
Minneapolis, Minnesota

Contract No.: 81-22-35

Project Title: The Effect of Vocational Training and Other Factors on Employment Experience

Principal Staff: Dr. Guy H. Miles
Dr. Stanley E. Jacobs
Dr. Paul J. Blommers

Objectives and Procedures:

The objective of this research is to determine the degree to which vocational training is related to employability when the interrelationships among vocational training and a broad range of other factors relevant to employability are taken into account.

A household survey will provide the basic data for statistical analysis. Employability will be measured in terms of each individual's employment record over the past 3 years, and the vocational training received by each person during his lifetime will be determined. Many other characteristics of the respondent such as formal education, health record, veteran status, and the socio-economic level of the childhood home will also be compiled as the basis for analysis which will relate these variables to employability and to vocational training.

Status of Project:

A feasibility study to test the extent to which the household survey can produce the desired data, the extent to which these data are reliable, and the extent to which the individuals responding are typical of the general population is now underway in Hennepin County, Minnesota. This study will be completed early in 1966; if it produces positive results a 2-year program covering urban, mining and agricultural areas in Minnesota is planned.

Contractors: The Ohio State University, Columbus, Ohio; and
The Ohio State University Research Foundation
Bureau of the Census, U.S. Department of Commerce, Washington, D.C.

Contract Nos.: 81-34-28 and 81-08-38

Project Title: Longitudinal Study of the Labor Force Behavior of a National Sample of Older Persons and Younger Men

Principal Staff: Dr. Herbert S. Parnes, Professor of Economics
The Ohio State University, and
Demographic Surveys Division
Bureau of the Census

Objectives and Procedures:

This study will explore the influence of economic, social and psychological factors and health characteristics of older and younger workers on their labor force behavior. The unemployment problems of these two age groups are severe and distinctive--younger workers have a very high incidence of unemployment while unemployment of older workers tends to be of relatively long duration.

The development of effective programs for overcoming these problems requires a greater understanding of the factors and combinations of factors which affect the labor force behavior of individuals in these groups, including such aspects as voluntary and involuntary job changes, nature of job choice, incidence and duration of unemployment, pattern of behavior during unemployment, and attitudes toward retirement.

The same national sample of 5,000 persons in each of three age-sex groups will be interviewed annually for a period of 5 years. At the beginning of the survey, these groups will be men 45 to 59 years old, women 45 to 59, and men 14 to 24. The Ohio State University Research Foundation will prepare the questionnaires, tabulation specifications, annual analytical reports, and a summary final report. The Bureau of the Census will select the sample, conduct the interviews (including pretesting of the questionnaires), and tabulate the data.

In order to ensure that separate valid statistical data will be available for nonwhites, they will comprise 30 percent of the sample.

Status of Project:

The first survey of older men will take place in the Spring of 1966: younger men, October 1966; and older women, Spring 1967.

Contractor: Purdue University
Purdue Research Foundation
Lafayette, Indiana

Contract No.: MDTA 81-13-33

Project Title: A Study of the Need for Educational and Training Adjustments in the Apprenticeship Programs for Selected Craft Occupations

Principal Staff: Dr. Alfred S. Drew, Project Director

Objectives and Procedures:

This study will develop models of apprenticeship programs in selected craft occupations which can be used for a comprehensive evaluation of the extent to which apprenticeship programs are preparing workers for increasingly complex jobs. Special attention will be given to incorporating built-in procedures for adapting to technological change. Recommendations for changes in apprenticeship programs will be made, if considered necessary.

Formally structured questionnaires and other survey instruments will be developed and utilized by an interdisciplinary staff of research scientists from the fields of industrial education, engineering, sociology, psychology, and economics to get data on the format, content, and effectiveness of apprenticeship training programs. Information will be obtained from apprentices in training, their instructors, journeymen craftsmen, and labor and management representatives. Areas to be examined include basic subject matter such as mathematics and trade technology, the background of qualified instructors, on-the-job training, and provisions for developing desirable attitudes.

Status of Project:

A preliminary report will be made June 1966, and a final report by October 1967.

Contractor: Research Triangle Institute
Durham, North Carolina

Contract No.: 81-32-31

Project Title: Employment Problems of Young Men Who Do Not Meet Mental Requirements of the Selective Service System

Principal Staff: Dr. A. L. Finkner

Objectives and Procedures:

The development of techniques for diagnosis of the employment problems of rejectees from military service who fail Selective Service mental testing is the major objective of this study. In addition, an evaluation of current programs which affect the rejectee will be undertaken, particularly with respect to the interaction among Federal, State, and local levels of administration.

Techniques will be developed to measure the ability of the mental rejectee to adjust to labor force requirements. Methods for measuring the potential of the rejectees to obtain employment through remedial action programs will also be developed.

These objectives will be accomplished through the development of data collection and measurement techniques which will be tested and evaluated in a pilot investigation of 200 draft rejectees (mental). The samples for this investigation will be drawn from North Carolina, to reflect an urban-rural mix, and from large industrial metropolitan areas such as Baltimore or Philadelphia.

The data collected will be analyzed to obtain the estimates and information to be used in planning a full scale national survey. It will also be analyzed to obtain preliminary information on the rejectees.

Status of Project:

This project is expected to be completed in mid-1966.

Contractor: San Jose State College
San Jose, California

Contract No.: MDTA 81-04-27

Project Title: A Study of the Unemployment and Re-employment Experiences of Scientists and Engineers Laid Off by Aerospace and Electronics Firms in the San Francisco Bay Area During 1964

Principal Staff: Dr. R. P. Loomba
Associate Professor, Department of Electrical Engineering

Objectives and Procedures:

The study will analyze aspects of the unemployment and re-employment experiences of a sample of about 1,250 engineers and scientists who were permanently laid off by the defense-oriented aerospace and electronics companies in the San Francisco Bay area during 1964. By means of mail questionnaires, the study will seek: (1) to identify the laid off scientists and engineers in terms of personal and social characteristics, nature and duration of education, employment history, etc.; (2) to investigate the adequacy of other income sources during the layoff period; and (3) to analyze the job search procedures which are utilized.

Status of Project:

Preliminary work on the project began in April 1965 with completion expected in Fall of 1966.

Contractor: Bureau of Social Science Research, Inc.
Washington, D.C.

Contract No.: 81-08-26

Project Title: Supplementary Study of Employment of Retired Military Personnel

Principal Staff: Laure M. Sharp, Study Director
Dr. Albert D. Biderman, Associate Director
Frank G. Davis, Research Analyst

Objectives and Procedures:

The contractor for this study is completing an earlier, OMAT-sponsored study of military retirees and their employment problems in undertaking second careers. The first study, based on a relatively small number of case studies, is identifying problems in utilizing retirees' skills, and is suggesting possible needs for retraining.

In order to provide a basis for generalizing the results of the earlier study, the present project will draw upon other information available through a Defense Department study involving a large sample and a broader time period than previously used. Through the analysis of related data in the two studies, the present project will attempt to measure the extent to which the findings of the first study may have general significance for all military retirees in their second careers. It is also expected that the findings of this study may have relevance for problems faced by the labor force in general.

Status of Project:

Completion of the final report is scheduled for late 1965.

Contractor: Stanford Research Institute
Menlo Park, California

Contract No.: 81-04-15

Project Title: An Evaluation of the Concept of Trainee Camps for Unemployed Youth

Principal Staff: Dr. Harry V. Kincaid, Manager
Miss Gertrude D. Peterson, Research Sociologist
Dr. Donald G. Woodworth, Psychologist

Objectives and Procedures:

The objective of this short-term pilot study was to evaluate the effectiveness of the Oak Glen Youth Camp, a youth conservation and training camp in Riverside, California, established and administered by the State of California. The current project is the first of two phases in an overall evaluation. It provided information and guidelines for immediate planning and operational needs of programs similar to the Oak Glen Camp. Several research techniques will also be developed for possible use in a later intensive appraisal of the Oak Glen Camp trainees.

Status of Project:

The final report was distributed to depository libraries, and a monograph based on the report is in preparation.

Highlights of Findings:

1. Almost 70 percent of program graduates were employed compared with about 55 percent of program dropouts. Even among dropouts, there was a direct relationship between status (in terms of employment, return to school, entering the military) after leaving the program and length of time spent in the program.

2. The higher the trainee's level of education, the greater was the probability he would complete the program and be successful after completion.

3. Physical condition was apparently a factor in overall achievement.

4. Disinterest was the most frequently cited reason for termination among the program dropouts; one-tenth of them said they left because they were homesick.

The researchers, in presenting their findings, cautioned that follow-up procedures were inadequate in many ways and needed considerable strengthening.

Contractor: Stanford Research Institute
Menlo Park, California

Contract No.: 81-04-29

Project Title: Impacts of Technological Changes in Warehousing - Phase I

Principal Staff: Harry V. Kincaid, Manager

Objectives and Procedures:

This project has two phases. The entire project (Phase I and II) is intended to provide a body of information concerning the probable impacts of technological and other changes in warehousing operations on the labor force during the next decade and to test the feasibility of using a functional rather than industry approach in the study of technological change.

Phase I will consist of an exploration of available source data. Warehousing, as an industry, cuts across most industrial classifications, except the services. As such, most normal sources of labor and census data are not detailed enough to adequately meet the demands of the study. During Phase I, it is expected that several primary sources of data will be explored, among these: Federal agencies; State labor and employment offices; international, national and local labor unions; regional and local employer associations; and management and labor consultants.

Status of Project:

An informal report on the project will be submitted in October 1965. If the evaluation and analysis of Phase I results indicate the feasibility of suing the functional approach, Phase II will be conducted to determine and develop information on technological change and its impacts on the warehousing labor force for a 5-State area (California, Oregon, Washington, Alaska and Hawaii).

Contractor: Temple University
Philadelphia, Pennsylvania

Contract No.: 81-37-03

Project Title: Dialect Remediation Training in Philadelphia, Pennsylvania

Principal Staff: Herman Niebuhr, Jr.

Objectives and Procedures:

This research is complementary to an experimental and demonstration program for dialect remediation training conducted by Temple University. The demonstration project is training 160 young Negro women in occupations requiring a considerable degree of communication skill. The employability of the students is severely limited in these occupations by problems of dialect.

The participants consist of two groups of 80 persons each matched on the basis of level of maldialect, age, and intelligence. Each group is attending remedial English classes which are identical except that the experimental group receives a unique program of dialect remediation consisting of a combination of sequential programmed remediation lessons and a technique of paired students serving both as teachers and pupils.

The research project is to test the efficiency of the special techniques in aiding Negroes with dialect problems in obtaining employment which requires a considerable amount of communication skill. It also explores socio-psychological factors as they relate to remediation and motivation for employment.

Three types of data are being collected during the training phase: phonetic distortion levels and grammatical achievement before and after remediation training; levels of performance for individuals and for paired students for each phonetic program; and levels of aspiration, motivation, and ethnic identification, before and after remediation training.

The follow-up phase consists of the collection and evaluation of data on types of job, degree of responsibility, accuracy of performance, employers' rating of communication facility, fellow employees' evaluation of ability to communicate, employers' rating of general demeanor, and employees' rating of job satisfaction and future plans.

Status of Project:

The training phase of the study is almost completed. Placement interviews have begun, and the project is expected to be completed in mid-1966.

Contractor: Vocational Guidance and Rehabilitation Services
Cleveland, Ohio

Contract No.: 81-34-02

Project Title: Abstracts of Studies From the Field of Occupational Sociology

Principal Staff: Dr. Robert P. Overs
Mrs. Harold F. Banister

Objectives and Procedures:

The project prepared for dissemination abstracts from the field of occupational sociology, geared to the needs of guidance counselors. Dealing with the more subjective factors in vocational choice, such as cultural pressures and role identities, it supplements bibliographies on objective factors such as wages and hours.

One-hundred studies in the field of the sociology of occupations were abstracted. In addition to summarizing the studies and their findings, the abstracts include comments regarding the implications of each study for counseling. The abstracts were prepared as separate units, and each includes the Dictionary of Occupational Titles code.

Status of Project:

The abstracts have been distributed to depository libraries and will also be made available for the use of counselors and persons preparing occupational materials for use in vocational guidance.

Contractor: Women's Bureau
U.S. Department of Labor
Washington, D.C.

Contract No.: 81-08-08

Project Title: National Survey of Child Care Arrangements of Working Mothers

Principal Staff: Mary Dublin Keyserling, Director

Objectives and Procedures:

A national survey of child care arrangements of working mothers is being conducted jointly with the Children's Bureau of the Department of Health, Education and Welfare. By means of questions on the Bureau of Census Current Population Survey of February 1965, the project is securing details on types of child care arrangements and ages of children for each type and what working mothers are paying for child care, as well as information about family income and education.

Status of Project:

A preliminary report, issued jointly by the Children's Bureau and the Women's Bureau, was prepared for the National Conference on Day Care Services, May 13-15, 1965.

Highlights of Findings:

According to the preliminary findings, more than 6 million mothers who had at least one child under 14 living at home worked 27 weeks or more in 1964, either full- or part-time. These mothers had one-fifth of all U.S. children under 14. The proportion of mothers who were working was related to the age of children in the family; the older the children the more likelihood the mother would be working.

Most mothers--86 percent--were working for economic reasons: some, because of absolute need; others, for a particular need, such as setting aside money for their children's education.

Almost half of these children--46 percent--were cared for in their own homes, usually by their father or another relative. Fifteen percent were cared for in homes other than their own, half in homes of people not related to them; 13 percent by their own mothers while working; and 2 percent in day care centers, nursery schools, and similar facilities. Another 15 percent had mothers who worked only during school hours. The balance--8 percent--were expected to care for themselves.

A bulletin based on the survey, to be prepared jointly by the Children's Bureau and Women's Bureau, is expected to be available by the end of 1965.

Contractor: Women's Bureau
U.S. Department of Labor
Washington, D.C.

Contract No.: 81-08-10 (See also Contract No. MDTA 30-64)

Project Title: Mid-West Conference on Vocational Counseling for Girls

Principal Staff: Mary Dublin Keyserling, Director

Objectives and Procedures:

A pilot conference was held for key guidance and placement personnel interested in meeting on a regional and statewide basis to explore methods for improving counseling services to girls and young women. Emphasis was placed on the special aspects of guidance work in light of changing socio-economic patterns which affect young women. The conference participants from 7 Mid-Western States represented a cross-section of individuals and agencies active in guidance and placement work with girls in urban, suburban, and rural communities.

Status of Project:

The meeting was held February 26-27, 1965, at the Center for Continuing Education, University of Chicago. A final report of the Conference has been prepared, and should be ready for general distribution sometime in late 1965.

Contractor: Women's Bureau
U.S. Department of Labor
Washington, D.C.

Contract No.: 81-08-22

Project Title: Women Workers: Their Special Training Needs

Principal Staff: Mary Dublin Keyserling

Objectives and Procedures:

The project will explore major problems faced by women in the labor force. Emphasis is to be placed on disadvantaged groups and those with special problems. One such special group studied will be women who enter the labor force, leave to become housewives, and later re-enter the labor force. These women may need special counseling and guidance services as well as refresher or retraining courses. The project's report will contain a summary section highlighting implications for policy action.

Status of Project:

Work began early in 1965, and a report is expected during the Fall of 1966.

Contractor: Women's Bureau
U.S. Department of Labor
Washington, D.C.

Contract No.: 81-08-23

Project Title: Employment Opportunities for Women in Subprofessional Occupations

Principal Staff: Mary Dublin Keyserling, Director

Objectives and Procedures:

Subprofessional occupations which offer employment opportunities for women are to be studied. Attention will focus on the growing number of technician-type occupations as well as jobs such as teachers' aides, social work aides, and library assistants which require 2 or more years' education beyond high school. The study will furnish information on educational and skill requirements, job duties, and earnings.

Status of Project:

Preliminary work is underway and a report is expected in 1966.

GRANTS

Grantees: Dillard University, New Orleans, La.; Grant No.: 91-17-02
Grambling College, Grambling, La.; Grant No.: 91-17-03
Southern Univ. A&M College, Baton Rouge, La.; Grant No.: 91-17-01
Xavier University, New Orleans, La.; Grant No.: 91-17-04

Project Title: A Follow-Up Study of the 1964 Graduates of Four Negro Louisiana Colleges

Principal Staff: Dr. Daniel C. Thompson, Dillard University
Dr. Charles A. Berry, Grambling College
Dr. F. C. Temple, Southern University A&M College
Mrs. Lois G. Taplin, Xavier University

Objectives and Procedures:

The four grantee colleges will seek to determine the employment history since graduation of their 1,350 graduates of 1964. Economic data, sociological and demographic characteristics will be sought through a mail survey. Supplementary information from the college records concerning class standing and fields of study will be analyzed in combination with the survey data to ascertain the extent to which the skills and competencies of these graduates are being used. Comparisons with information from graduates of predominately white colleges in Louisiana will be attempted. It is expected the analyses of these schools will point to needs for re-evaluation of their curricula to meet the needs of graduates who are now faced with much broader employment opportunities than in the past.

Status of Project:

A final report should be ready in late 1965.

Grantees: Professors Robert Evans, Jr., and
George E. Delehanty
Massachusetts Institute of Technology, Cambridge, Mass.

Grant No.: 91-20-06

Project Title: Low-Wage Employment: An Inventory and an Assessment

Principal Staff: Dr. Robert Evans, Jr.
Dr. George E. Delehanty

Objectives and Procedures:

This project will investigate the low-wage sector of the economy and the probable effect on this sector of various policies to reduce poverty and create jobs. A number of hypotheses will be examined which may help explain the functioning of low-wage labor groups.

An evaluation will be made of the availability and suitability of various sources of data, and recommendations on obtaining other appropriate data as a basis for a larger research plan will be presented.

Status of Project:

A report will be completed in late 1965.

Grantee: University of Michigan, Survey Research Center,
Ann Arbor, Michigan

Grant No.: 91-21-05

Project Title: Pilot Study of the Impact of Changes in Machine Technology on a Cross-Section of the Labor Force

Principal Staff: Dr. Eva Mueller, Program Director, Survey Research Center; Dr. John Parker, Assistant Professor of Economics; and John Sonquist, Study Director, Survey Research Center

Objectives and Procedures:

The primary goal of this experimental study is to develop a questionnaire, for use in a large field study, to obtain information for determining to what extent people see changes in their job content and employment conditions which were brought about by changes in machine technology.

The objectives to be embodied in the questionnaire are: (1) to measure the proportion of the labor force who believe that their job content has been altered by various types of changes in machine technology during a recent period; (2) to obtain information about people's perceptions of the direction of change in their job content brought about by such changes; (3) to investigate the immediate personal experience and adjustments following from the change; (4) to study the impact of the change on recent occupational progress (or "careers"), major career decisions, and on expectations and aspirations; and (5) to compare the impact of automation (as covered in (1)-(4)) on various kinds of workers.

The procedure will involve the development of a tentative questionnaire which may undergo continuous change during the course of field experimentation and testing. The field work will be done by professional interviewers and by the principal investigators in two or three suitable areas. No attempt will be made to draw a random sample; interviewers will attempt to obtain a wide representation of occupational and industrial groups.

Status of Project:

The project is to be completed by late 1965.

Grantee: The University of Vermont
Burlington, Vermont

Grant No.: 91-44-07

Project Title: The Impact of Employment Expansion in the Burlington, Vermont Labor Area

Principal Staff: Professor Milton J. Nadworny

Objectives and Procedures:

This study is designed to examine the means by which relatively large firms expand and staff their operations in a small labor area. The project will include an examination of the effects of the expansion on employers and upon community resources. It is expected that the study will provide the basis for recommendations concerning the minimizing of certain stresses that may be caused by employment expansion in communities in similar situations.

Two major employers who are expanding their operations in the Burlington, Vermont area will be interviewed about the magnitude and nature of their policies on the recruitment and training of additional employees. The Vermont Department of Employment Security will provide information on the local manpower setting. Other employers will be interviewed to determine the impact of the expansion on their operations.

Status of Project:

A final report is expected in September 1965.

PART II

ONGOING PROJECTS

(Initiated before Fiscal Year 1965)

Alphabetically by name of contractor.

Contractor: American Institute for Research
Pittsburgh, Pennsylvania

Contract No.: MDTA 37-64

Project Title: Vocational School Placement Activities

Principal Staff: Dr. C. J. Cotrell, Senior Research Scientist
Dr. J. W. Altman, Director, Institute of Performance Technology
Dr. M. U. Eninger, Senior Research Fellow
Mr. W. Rankin, Research Associate
Mr. R. Knestrick, Research Assistant

Objectives and Procedures:

This study is expected to generate broad recommendations for the improvement of placement activities of vocational schools. It is hoped that the final report can set forth the reasons for differences among schools in placement and employment performance of graduates, and explain the extent to which these factors can be controlled by the schools.

The placement performance (defined in terms of the rate at which graduates find jobs in the fields for which they receive training) and the employment performance (defined in terms of the graduates' employment, progress in earnings and promotions, job satisfaction, et cetera) of a sample of vocational schools will be measured. These measurements will be used to identify some particularly successful and relatively unsuccessful schools. Interviews, questionnaires, attitude scales, and other tools will then be used to develop data on such school characteristics as relations with employers, labor unions, local state employment service offices, and other community organizations.

Status of Project:

Data have been collected, and are now being tabulated and analyzed. The final report is scheduled for early 1966.

Highlights of Findings:

The ranking of schools in the preliminary phase of the project indicates that there appears to be little relationship between the school's placement and employment performance and such crude measures of economic activity as the community's overall unemployment rate.

Contractor: The University of California,
Berkeley, California

Contract No.: MDTA 32-64

Project Title: Conference on Methods of Projecting Manpower Supply and Demand

Principal Staff: Dr. R. A. Gordon
Co-Director, Berkeley Research Program on Unemployment and the American Economy

Objectives and Procedures:

The conference brought together individuals inside and outside of government concerned with the development of methodology for labor force projections and with the actual application of the methodology. Some 40 representatives of the Departments of Labor, Commerce, Agriculture, and Defense, the Council of Economic Advisers, the Bureau of the Budget, the National Science Foundation, the Federal Reserve System, the Senate Committee on Employment and Manpower, the Brookings Institution, and 11 colleges and universities considered current techniques and methods for improving these procedures, and made recommendations for achieving more accurate forecasting of labor supply and demand, by occupation and industry.

Status of Project:

The conference was held at the Brookings Institution in Washington, D.C., on June 25 and 26, 1964, and a report on its proceedings entitled Long-Term Manpower Projections, was distributed to depository libraries in 1965. The report is also available through the Institute of Industrial Relations, University of California, Berkeley, California.

Contractor: Bureau of the Census
U.S. Department of Commerce
Washington, D.C.

Contract No.: MDTA 10-63

Project Title: Current Population Survey Methods Test Program

Principal Staff: Robert B. Pearl

Objectives and Procedures:

In order to improve the usefulness of key labor force data, various methods of collection were tested:

1. The use of a more intensive questionnaire with independent interviews each month.

2. The collection of data through self-enumeration.

3. The use of dependent interviewing--a technique in which the previous month's responses are available at the time of the interview for comparison and reconciliation with the current month's data.

A special group of households in three counties (in Ohio, Massachusetts, and North Carolina) was established for the research. Interviews were conducted on the basis of groups of procedures which combined the various experimental interviewing techniques with the standard CPS procedure as a control. Re-interview procedures aided in the evaluation of the test results.

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Status of Project:

The project was completed in mid-1965 and resulted in the development of information which has made possible tentative proposals for improvement in techniques for measuring employment and unemployment.

Highlights of Findings:

Tests indicated that improved estimates of hours worked can be obtained through probing questions on time taken off, overtime work, or extra jobs held during the reference week. These additional questions on hours worked have been incorporated in the questionnaire for the Monthly Labor Survey (an experimental panel) to provide a more extensive test of the procedure.

The experimental research has also indicated the feasibility of obtaining information on specific efforts made to find work, as well as background information about persons outside the labor force. Further research is also being done on these items on the Monthly Labor Survey.

The information on the validity of data of self-enumeration is being evaluated to determine whether this technique can be of use, given the tight time schedule for collection of labor force information.

Some information was developed from the test procedures which appears to lend additional support to the validity of month-to-month gross changes in the labor force. Much further work will be necessary on this long term problem.

Contractor: Bureau of the Census
U.S. Department of Commerce
Washington, D.C.

Contract No.: MDTA 27-64

Project Title: Relationship Between Patterns of Child-Bearing and Labor Force Participation of Women

Principal Staff: Stanley Greene, Chief
Economic Statistics Branch
Population Division

Objectives and Procedures:

Data will be developed to provide new information on factors which influence the participation of married women in the labor force. Among these factors are age and number of children, and the length of time women have been married.

For the first time, data will be available on the labor force status of women immediately subsequent to the birth of their first child. In addition, detailed data will now be available relating size of family as well as family formation patterns to income of husband. These data should provide new insights into labor force participation of women in different socio-economic statuses.

Status of Project:

Tabulations are scheduled for delivery in late 1966.

Contractor: Bureau of the Census
U.S. Department of Commerce
Washington, D.C.

Contract No.: MDTA 28-64

Project Title: Tabulations on the Labor Reserve

Principal Staff: Stanley Greene, Chief
Economic Statistics Branch
Population Division

Objectives and Procedures:

This project is intended to provide data from the 1960 Census giving a variety of characteristics of persons who were not in the labor force at the time of the Census but who had been at some time between 1950 and 1960.

This information will be of use in analyzing the number and characteristics of unused but experienced workers in specific occupations, particularly those in scarce supply. Information will be developed on the occupational reservoir available for recall in the event of a national emergency.

For some occupations it may be possible to construct separation rates from the data for use in estimating replacement needs. The data should be helpful in interpreting work-life patterns, particularly for marginal or occasional workers who frequently move in and out of the labor force.

Information developed on numbers and characteristics of recently retired older persons will give an indication, by age and occupation, of the extent of "squeezing out" of the labor force.

Status of Project:

Tabulations are scheduled for delivery in mid-1966.

Contractor: University of Colorado
The Bureau of Economic Research
Boulder, Colorado

Contract No.: MDTA 42-64

Project Title: Methodology for Projection of Selected Occupational Trends in the Denver Standard Metropolitan Statistical Area

Principal Staff: Dr. Leslie Fishman
Professor of Economics

William E. Roberts

Objectives and Procedures:

The objective of this study is to appraise and develop methodological techniques for the projection of manpower requirements for areas smaller than a region or a State using the Denver area as a prototype. Efforts are being made to develop projections based on accepted statistical methods and judgment, and to determine the extent to which national and regional techniques can be applied to the Standard Metropolitan Statistical Area (SMSA). The projections will be related to current vocational training programs and facilities and to other sources of supply for workers in selected occupations to assist those engaged in long-range manpower planning and in the planning of vocational education curriculums.

Projection techniques currently utilized by government and private research organizations are being tested for the Denver SMSA, insofar as data availability permit. Where necessary, modifications will be introduced to adapt existing techniques to the availability of data on a small area basis and to account for geographical shifts which have no influence on national projections. The results can be expected to show the variables which must be taken into account when applying techniques originally developed for use at the national or regional level to the Standard Metropolitan Statistical Area.

Status of Project:

A preliminary report on one methodological aspect was submitted in mid-1965. An approved final report assessing all methodological approaches within the scope of the study is due in late 1965.

Contractor: Columbia University
Seminar on Technology and Social Change
New York, New York

Contract No.: MDTA 15-64

Project Title: Obsolescence of Scientific and Engineering Skills: A Pilot Study

Principal Staff: Dr. Aaron W. Warner

Objectives and Procedures:

The principal objectives of this project are:

1. To identify the process of scientific and engineering skill obsolescence in typical occupations and industries, to identify the areas which need investigation, and to develop pilot techniques for assessing the size and nature of the problem.

2. To outline the staffing and operational problems which skill obsolescence poses for research and engineering management.

3. To appraise and evaluate the programs instituted by certain industrial firms for equipping obsolescent scientific and engineering personnel with new skills.

4. To develop concepts, information, and related techniques of investigation, which will be useful for public and private agencies which work on problems arising from obsolescence of scientific and engineering skills.

Information on the problem of technical skill obsolescence is being sought from about 40 organizations, through depth interviews with engineering managers and other directly-involved executives in the organizations studied, and with scientists and engineers employed in these organizations.

Status of Project:

Completion of the project is scheduled for Spring of 1966.

Highlights of Findings:

Preliminary findings of this research indicate that skill obsolescence is found more often among engineers than scientists.

The underlying causes for engineering skill obsolescence stem from:

1. "Technology based obsolescence," or that resulting from the growing use of newly-developed and superior technologies in engineering practices, including the application of modern mathematics, and the concurrent utilization of electronic computers in solving engineering problems, as well as many major discoveries in various areas of basic physical science during the past 2 decades. This form of obsolescence is found most often among engineers who

Contract No.: MDTA 15-64

Project Title: Obsolescence of Scientific and Engineering Skills: A Pilot Study

Highlights of Findings (Continued)

obtained their basic college training prior to the middle 1950's and least often among engineers educated since that period. It is a serious performance handicap for engineers engaged in research and development activities and a significant but somewhat less serious handicap for engineers engaged in manufacturing sales and service.

2. "Product based obsolescence." Produce-based obsolescence has occurred and is occurring in concerns engaged in developing and producing military equipment. It is the result of narrow specialization by an engineer on a particular type of equipment and sharp curtailment or discontinuance of the equipment.

Most large firms, and some small firms in engineering oriented industries, conduct internal educational programs designed to help obsolescent or potentially obsolescent engineering personnel acquire new technical knowledge in line with current requirements.

Contractor: University of Denver
Denver Research Institute
Denver, Colorado

Contract No.: MDTA 36-64

Project Title: Short-Term Impacts of Automation and Technological Changes on Employment in the Power Laundry Industry

Principal Staff: James F. Mahar, Senior Research Scientist
Dean C. Coddington, Research Economist

Objectives and Procedures:

This pilot study is attempting to develop a methodology and framework of analysis for determining and predicting the significant effects of technological change on employment in representative plants of the Power Laundry Industry (SIC 7211). It is hoped that the methodology developed will have general application and can be used to analyze technological change in other industries.

The objectives are:

1. Identification of significant existing innovations which have been adopted by some, but not all of the plants in the study;

2. Identification of proposed innovations, whose adoption seems relatively certain;

3. Prediction of the rates of adoption of both (1) and (2); and

4. Estimation of these rates of impact in employment in the industry.

Status of Project:

Completion is scheduled for fall 1965. The preliminary report has been submitted, and the final report is being prepared.

Highlights of Findings:

The study isolated the significant variables which determined the rate of adoption of technological innovations. For example, the rate of adoption of the first washer-extractor in the washroom of a plant was found to be determined by the size of the laundry. Further analysis of the 20 plants indicates an anticipated employment decline of less than 2 percent for the years 1964-1970; that occupational skill requirements will change little during this period; that expected changes generally will result in slightly less labor effort; and that no major innovations are expected in the industry.

Contractor: Gordon, Dr. Margaret S.
University of California
Berkeley, California

Contract No.: MDTA 8-63

Project Title: Retraining and Labor Market Adjustment in Western Europe

Principal Staff: Dr. Margaret S. Gordon

Objectives and Procedures:

Dr. Margaret Gordon conducted interviews with labor officials in Belgium, France, West Germany, Italy, the Netherlands, Sweden, and The United Kingdom. The purpose of her study was:

1. To discover what can be learned from the European retraining programs that may be of value in relation to American retraining problems.

2. To develop a clearer notion of the role of retraining in relation to other economic and manpower policies.

Status of Project:

A preliminary report, Retraining and Labor Market Adjustment in Western Europe, was distributed to depository libraries in the Fall of 1964. The complete report is being published as a book by the Government Printing Office in September 1965.

Highlights of Findings:

The study concludes that the United States should move toward an official policy of maintaining an occupational retraining program as a permanent instrument of manpower policy for solving labor shortages as well as unemployment. A careful distinction is made between training for economic objectives, for which the efficiency of the training process may be measured, and training for the social objectives of providing opportunities for disadvantaged groups. In comparing training allowances in Western European countries with those given under the Manpower Development and Training Act, the researcher concludes that MDTA allowances comparatively are below European levels. The study also indicates that European countries are further along toward developing an early warning system for unemployment and toward developing policies for the prevention of unemployment. While recognizing that government training and retraining programs are not the only solution to the unemployment problem, the study emphasizes, on the basis of European experience, that retraining can make a significant contribution to the solution of this problem.

Contractor: Harvard University
Cambridge, Massachusetts

Contract No.: MDTA 29-64

Project Title: The Changing Skill and Occupational Composition of Employment Opportunities

Principal Staff: Dr. John Dunlop

Objectives and Procedures:

This study seeks to develop improved concepts and measures, and procedures for the distribution of occupations among the Nation's employed labor force. These tools are expected to permit more detailed and accurate estimates of changes in the relative demands for labor resulting from technological and market developments.

The hypothesis is that more accurate groupings of occupations at various skill and responsibility levels are needed to provide better estimates of changing job requirements. The project will attempt to develop such groupings through experimentation with past manpower data. The ranking of occupations will be checked using tests such as job evaluation, relative wage levels, mobility patterns, and education and training levels.

The various occupational categories developed will be used for a projection of employment levels for 1970 or 1975.

Status of Project:

The project's final report is due by late 1965.

Contractor: Harvard University
Cambridge, Massachusetts

Contract No.: MDTA 38-64

Project Title: The Impact of Technological Change on the Skill and Occupational Composition of Employment Opportunities

Principal Staff: Dr. John Dunlop

Objectives and Procedures:

The objective of this study is to develop methods for estimating the effects of technological change upon the skill requirements and the distribution of occupations in selected industries.

To accomplish this, the occupational pattern of a number of new plants will be compared with the older plants which they replaced in the same industry.

Information to be secured from each plant or facility includes data on number of employees in each occupation, occupational wage schedules, areas of seniority, and patterns of internal movement on promotions and layoff. Occupational comparisons between the old plants and the new ones will concentrate on measures of the differences in skill, responsibility, and other occupational characteristics.

The impact of technological change on job content will be studied by comparing the old and the new plants. Data will be secured for approximately 20 new plants and for the older plants which they replaced. Special emphasis will be placed on the disappearance of old occupations and the emergence of new ones.

Status of Project:

A final report is expected late in 1966.

Contractor: Human Sciences Research, Inc.
McLean, Virginia

Contract No.: OAM 3-63

Project Title: The Nature of Automated Jobs and Their Educational and Training Requirements

Principal Staff: Dr. Sidney A. Fine

Objectives and Procedures:

The objectives of this study were:

1. To establish a means for defining and describing automated jobs.

2. To determine whether training and educational differences exist in the requirements for automated and non-automated jobs and, if possible, to measure the extent of these changes.

3. To determine whether interests, aspirations, and orientations of workers in related automated and non-automated jobs provide useful information for vocational guidance.

4. To evaluate the method and procedures of the study.

To achieve these objectives, 51 production and maintenance jobs were analyzed in the steel, electron tube, and computer industries; 132 workers were interviewed; and information was collected from management personnel through mailed questionnaires.

Status of Project:

A final report was distributed to depository libraries in the Fall of 1964.

Highlights of Findings:

The study indicates that automated jobs can be analyzed and classified according to their relative complexity and involvement with physical things, data, and people. Three kinds of automation were defined--according to whether they extended and/or replaced physical abilities, mental abilities, or a combination of both. The study suggests that the new automated jobs involving feeding or tending require no more, and in some cases less, education than the jobs they replace, but automated jobs which involve operating and tending and which are more "data oriented" generally require reasoning, mathematical, and verbal skills associated with a high school education. Most workers in this type of job believe that a high school education is both helpful and desirable. On the other hand, workers in "lower functional jobs" feel that a high school education is not necessary for their jobs. Management usually raises educational requirements for automated jobs. Automated jobs appear to require shorter training periods than the jobs they replace, except in the maintenance and repair field.

Contractor: The University of Illinois
Institute of Labor and Industrial Relations
Champaign, Illinois

Contract No.: MDTA 5-64

Project Title: Training and Recruitment Problems for Selected Technical Occupations in Short Supply

Principal Staff: Dr. Walter H. Franke
Associate Professor of Labor and Industrial Relations

Objectives and Procedures:

Severe occupational shortages exist in areas where there are also high levels of unemployment. Many of these shortages are in technical occupations requiring considerable training. This study is designed to provide understanding that will help achieve more rational adjustments to occupational changes.

Six key technical occupations in which there are critical shortages of workers are being studied to determine the causes of these shortages and the effectiveness of current job placement processes and institutions in removing or lessening the shortages. Studies are being undertaken in the St. Louis and Chicago metropolitan areas.

Status of Project:

A final report on the project is expected early in 1966.

Highlights of Findings:

Some preliminary findings are available for the occupations of licensed practical nurse and medical technician, 2 of the 6 occupations under study:

1. Acute employer needs exist (especially for licensed practical nurses) as evidenced by a lack of sufficient training facilities and by long waiting periods before job applicants can enter training programs.

2. The levels of wages are not advancing as rapidly as they should to keep pace with the substantial increases in demand that have occurred.

3. Most workers interviewed had inadequate information about employment opportunities. Few were attracted through any systematic recruitment or counseling effort.

4. Personnel are being utilized below their potential. Thus, many medical technologists in the area report dissatisfaction with the routine and specialized nature of their duties. Some of the existing shortages could be met by filling jobs with persons having only "intermediate" job experience appropriate for the more routine tasks.

Contractor: Bureau of Labor Statistics
U.S. Department of Labor
Washington, D.C.

Contract No.: MDTA 1-63 (A)

Project Title: Severance Pay Plans in Operation

Principal Staff: Harry P. Cohany, Chief
Branch of Collective Bargaining and Union Activities

Objectives and Procedures:

This project is concerned with the operational aspects of severance pay plans, with particular attention being given to their effects on the mobility of displaced workers. Aspects of the plans which tend to impair their usefulness in promoting desirable mobility, and experiences which have contributed to extending their benefits have also been considered.

Mail questionnaires were sent to both company and union officials involved in about 500 severance pay plans covered by major collective bargaining agreements. The questionnaires sought information in areas such as amounts paid out, reasons for job terminations, kinds of employees involved, and aspects of the plans that helped workers find new jobs, learn new skills or move to new locations.

Status of Project:

The study is in final review prior to publication.

Highlights of Findings:

Tentative findings indicate no significant impact of severance pay on the worker's geographic or occupational mobility. This conclusion is based on the fact that in many cases the payments are too small to pay for training or to cover moving or living expenses during an extended job search. The unemployment compensation system of many states affects benefits paid to recipients, either by not paying for the week of severance pay receipt or by reducing unemployment compensation benefits by the weekly prorated amount of the severance payment. Often severance payments may not become immediately available to the laid-off worker due to administrative or other delays. Another significant mobility implication was that displaced workers received no guidance in using severance pay to help them find other employment.

Contractor: Bureau of Labor Statistics, U.S. Department of Labor
Washington, D.C.

Contract No.: MDTA 6-63

Project Title: Characteristics of Persons by Their Family Status, 1963

Principal Staff: Gertrude Bancroft, Special Assistant to the Commissioner of Labor Statistics

Objectives and Procedures:

Detailed interrelated information for 1963 on family income, employment status, educational attainment of parents, age of children, occupational data, et cetera, will be obtained from persons included in the household sample for the Current Population Survey.

Status of Project:

The tabulations have been submitted and the project is completed. Data from these tabulations were used in the 1965 Manpower Report of the President to provide new insight into the problem of teenage unemployment.

Highlights of Findings:

Analysis of the data indicated that teenage unemployment is often joined with extreme financial hardship. Almost half a million teenagers living with their families in March 1964 were primary earners. Ten percent of these teenage primary earners were unemployed, and almost 30 percent were for various reasons neither employed nor counted among the unemployed in that month. Approximately 200,000 teenagers were themselves family heads and the family incomes of the two groups--averaged less than $2,200. In that same month, 141,000 unemployed teenagers were from families with less than $3,000 annual income the previous year, and about 150,000 were in families with incomes between $3,000 and $4,999. Two-thirds (200,000) of these teenagers were out of school and looking for full-time work.

Contractor: Bureau of Labor Statistics
U.S. Department of Labor
Washington, D.C.

Contract No.: MDTA 23-64

Project Title: Estimates of Employment Requirements by Occupation for 1970

Principal Staff: Harry J. Greenspan

Objectives and Procedures:

The principal objectives of the project are:

1. To develop 1970 projections for occupational patterns in approximately 125 industries. These, together with projections of employment by industry, will be used to develop estimates of employment requirements for about 100 occupations which require specialized training or extensive education.

2. To prepare a computer-oriented system for the application of projected occupational patterns to industry employment projections.

Latest Census of Population and other time series data and studies of technological change and other factors likely to modify past trends will be used to prepare detailed 1970 occupational patterns for industries. The final occupational patterns will be suitable for application to industry employment estimates now being prepared in connection with the Economic Growth Project of the Bureau of Labor Statistics. It will thus be possible to derive employment estimates for 1970 for approximately 100 specific occupations.

Status of Project:

The occupation groups have been selected and the industry detail has been drafted. The study is expected to be completed by the end of 1965.

Contractor: Bureau of Labor Statistics
U.S. Department of Labor
Washington, D.C.

Contract No.: MDTA 24-64

Project Title: Mobility Effects of the Extension of Health and Insurance Benefits to Laid-Off Workers

Principal Staff: Donald Landay, Chief
Branch of Employee Insurance
Welfare and Pension Plans

Objectives and Procedures:

The study is intended to explore the mobility implications (in terms of impeding or facilitating job mobility) of extending health and insurance benefit coverage to laid-off workers.

Information will be developed on the mobility implications of health and insurance programs by use of:

1. interviews of labor, management, and insurance officials (affiliated with insurance programs) for their experiences, data, and opinions about the mobility implications of the extension of health and insurance coverage to laid-off workers, and
2. interviews with a random sample of workers laid off in each of 15 selected companies, probing the use of such benefits during layoff and how the benefits affected the workers' mobility decisions.

Status of Project:

Interview schedules have been developed and preliminary interviewing is underway. Full-scale field investigation is scheduled for mid-1965, and the study is expected to be completed by late 1965.

Contractor: International Labour Organization
Geneva, Switzerland

Contract No.: OAM 5-63 (B)

Project Title: Health and Safety Aspects of Automation and Technological Change

Principal Staff: Marcel Robert, Chief, International Occupational Safety and Health Information Center

Objectives and Procedures:

The objective of this project has been to prepare a collection of abstracts of selected studies from leading countries on the health and safety aspects of automation.

Information pertinent to this subject has been assembled and abstracted from the files of the International Safety and Health Information Center.

Status of Project:

The abstracts from this project were published by OMAT in early 1964 as Health and Safety Aspects of Automation and Technological Change: A Collection of Abstracts, 1956 to 1962. In cooperation with the U.S. Bureau of Labor Standards, approximately 4000 copies were distributed to training and safety directors, depository libraries and groups concerned with the impact of automation on health and safety conditions within industry.

Contractor: International Labour Organization
Geneva, Switzerland

Contract No.: OAM 5-63 (C)

Project Title: Trends in European Apprenticeship Related to Accelerated Technical Development

Principal Staff: Sven Grabe
Jacques Monat
Karl Ebel

Objectives and Procedures:

The principal objective of this project is to determine the main trends in apprenticeship and to make international comparisons with a view to determining adjustments which might be considered desirable to bring traditional apprenticeship practices into line with the changing requirements of modern industry.

The method being used in this project includes:

1. A preliminary study of existing practices and regulations, supplemented by a questionnaire inquiry and interviews with leading experts in the field of apprenticeship administration, and

2. A later field study to assess the degree to which the standards laid down in the apprenticeship regulations are upheld by examination procedures.

Status of Project:

The final report is to be completed in mid-1965.

Contractor: International Labour Organization
Geneva, Switzerland

Contract No.: OAM 5-63 (F)

Project Title: International Differences in Factors Affecting Labour Mobility--Inter-Industry, Occupational and Geographical: Selected Countries of Western Europe

Principal Staff: Ralph H. Bergmann, Chief
Automation Unit

Objectives and Procedures:

The objectives of this study are to ascertain international differences in degree of inter-industry occupational and/or geographic labor mobility, and to explain these differences by relevant economic and institutional factors.

This study examined worker mobility provisions, turnover rates, and changes in the employment structure by industry, occupation and geographic area--with the major focus on West Germany, Italy, France, and Sweden. The influence of employer organizations, labor unions, and government on labor mobility was also investigated. Analysis is made of observed differences and the role of political and institutional factors affecting mobility.

Status of Project:

A draft of the study is in final review with completion expected in late 1965.

Highlights of Findings:

Tentative findings indicate that most European worker-relocation programs conform to the specific needs of each country; operational costs tend to be relatively low and the number of relocatees in such programs small. The economic situation of France and Sweden appears to have stabilized the rate of voluntary separations, however this rate increased in Italy and decreased in West Germany due to structural changes. In nearly all sectors of each of the economies studied, the proportion of employees, particularly in the service sector, increased markedly between 1950 and 1960 while the mining and agricultural sectors reflected a continuing decline.

Except in Sweden, government measures to improve geographic and inter-sector labor mobility have been of limited importance. Growing awareness of the need for an active labor market policy by prominent government and trade-union leaders in most of the countries studied has been observed.

Contractor: International Labour Organization
Geneva, Switzerland

Contract No.: OAM 5-63 (G)

Project Title: International Comparison of Procedures for Dealing with Unemployment in Selected Countries in Europe

Principal Staff: N. Franklin, Chief
Economic Division

Objectives and Procedures:

This project will survey methods for handling unemployment problems in selected European countries and will attempt to explain differences in the relative efficiency of these procedures.

The study will analyze the economic characteristics of industries in which employment has been contracting. Surveys will be made to describe measures to cope with surplus labor, and to assess the relative importance of individual measures and the relative efficiency of national practices as between countries. The similarities and differences in the extent and form of government involvement in these problems will also be analyzed.

Status of Project:

Completion of this project is scheduled for Fall 1965.

Contractor: International Labour Organization
Geneva, Switzerland

Contract No.: OAM 5-63 (D)

Project Title: Training of Maintenance Workers

Principal Staff: Sven Grabe

Objectives and Procedures:

The principal objective is to determine possible sources of skilled workers in the mechanical/electrical fields to service and maintain machinery in automated and mechanized plants which do not already have such workers. The project will also furnish material for determining action required to assure appropriate training of these maintenance workers.

Field investigations are being conducted in six to eight European countries and interviews and observations being made in at least 12 selected plants in the chemical and bakery industries.

Status of Project:

Completion is expected in September 1965.

Contractor: Joint Council on Economic Education
New York, New York

Contract No.: MDTA 2-64

Project Title: Institutes for Educators on Manpower Requirements

Principal Staff: Dr. M. L. Frankel, Director
Dr. G. L. Fersh, Associate Director

Objectives and Procedures:

The objective of this study was to experiment with the furnishing of manpower information services to schools so that they might reexamine curricula and guidance programs in light of manpower trends in the economy.

Pilot institutes, involving approximately 100 participants each, were held in three States; Arkansas, Iowa, and Ohio were selected as representative of different situations.

The educator participants in the institutes represented teams of school systems within the States; other participants included representatives of major segments of the economy concerned with manpower and education.

A coordinator for each institute was to report on the procedures used to develop a meaningful interchange between educators and manpower experts and on the apparent initial after-effects of the institutes.

Status of Project:

The three State institutes were conducted in May 1964. The reports on them indicate that they (1) upgraded educators' attention to manpower information, (2) helped establish closer relations among manpower and education officials, (3) stimulated subsequent local institutes, and (4) led various school systems to modify some aspects of their activities to reflect the information obtained.

Contractor: Lebergott, Dr. Stanley, Department of Economics and Social
Science, Wesleyan University
Middletown, Connecticut

Contract No.: MDTA 33-64

Project Title: Methods of Forecasting Short-Term Unemployment Change

Principal Staff: Dr. Stanley Lebergott

Objectives and Procedures:

The objective of this exploratory study is to examine the problems of developing a systematic procedure for forecasting unemployment rates for 3 to 6 months ahead; to make a preliminary exploration (1) to determine the most appropriate variables to include in a multiple regression model that could be used for the regular forecasting of unemployment, and (2) to derive trial results using selected variables. The eventual goal (which, however, is not within the scope of this study) is to develop a working model, in the form of a set of alternative equations, for forecasting both unemployment and employment by major industry 3 to 6 months ahead.

Status of Project:

The final report, entitled, Methods of Forecasting Short Term Unemployment Change, was received and distributed to depository libraries in late 1964.

Highlights of Findings:

Manufacturers' unfilled orders proved to be a good measure for relating variations in demand for final goods and services with variations in unemployment. A high degree of correlation between these factors was found to exist (-.865 since 1947). Other measures which were developed showed substantial correlation with unemployment measures. One significant measure relates the diffusion of cyclical changes among factory industries with changes in the unemployment rate in the following quarter. Another relates to the persistence of business cycle change, and shows substantial correlation with the number of newly unemployed (i.e., under 5 weeks) in the following quarter.

Various underlying data series were developed, still others were explored and tested as a basis for further work. The results of this project suggest that development of a model for forecasting unemployment is a practicable goal. To develop that model so that it reflects the underlying economic structure, and is serviceable for a range of policy uses, will require the use of the above series and others which still must be tested, in particular those relating to final demand, the substitution of machinery for manpower, and the unemployment mix at a given time. It will, in addition, require a fuller analysis of the basic pattern of employment and unemployment change into which particular statistical series are intended to fit.

Contractor: Arthur D. Little, Inc.
Cambridge, Massachusetts

Contract No.: MDTA 17-64

Project Title: Analysis of Automation Potential by Means of Unit Operations

Principal Staff: Waldo Newcomer
Dr. Arthur A. Brown

Objectives and Procedures:

The objective of this study was to test the feasibility of using the unit operations concept in developing an important segment of an Early Warning System for layoffs. The "unit operations" concept refers to types of activities which are identifiable in many industrial processes and are substantially the same in all. Two unit operations were tested--cutting and combining--observed in 10 industries.

Status of Project:

A final report, Analysis of Automation Potential By Means of Unit Operations, was submitted in May 1965. Copies of this report were placed in selected libraries.

Highlights of Findings:

Findings indicate:

1. Analysis of manufacturing industries in terms of "unit operations" would be a useful and economical aid to the development of an Early Warning System;

2. The "unit operations" concept provides a basis for analyzing all U. S. manufacturing industry. This analysis relates materials, mechanical actions, and control techniques to each other;

3. Analysis of industry in terms of "unit operations" will show which factors currently limit the advance of automation, and will point to technical developments that would overcome these limitations.

__Contractor:__ University of Michigan
Ann Arbor, Michigan
(Contracted for by the Department of Health, Education and Welfare through a transfer of funds from the Office of Manpower, Automation and Training)

__Project No.:__ MDTA 17-63

__Project Title:__ Attitude Survey of Manpower Development and Training Act Trainees

__Objectives and Procedures:__

This study seeks to evaluate the attitudes and motivation of MDTA trainees. Information is being sought from 6,000 trainees, 2,000 by interviews and 4,000 through the use of a questionnaire given by the instructors of the courses. Trainees are being questioned on their attitudes toward the MDTA program--their satisfaction with teaching methods, their perception of the relevance of instruction to work experience, their reactions to past unemployment, and their rating of the skills for which they are being trained compared with previous skill levels.

Analyses will be made to compare changes in attitudes and motivation over time: when they enroll, when they complete or leave the program, and 6 months after training is completed. The trainees' post-program job history, including relevance of training to subsequent employment and to effectiveness of job performance, will be related to attitudinal and motivational changes, to certain demographic characteristics of the trainees, to their mobility history, and to previous labor force experience.

Ratings of trainees' performance in post-training jobs is also being sought from the supervisors of about 1,000 of the trainees.

Personal interviews are being used to validate data obtained from the self-administered questionnaire and to explore certain variables in greater depth.

__Status of Project:__

A final report is expected by the end of 1966.

Contractor: University of Michigan-Wayne State University
Institute of Labor and Industrial Relations
Detroit, Michigan

Contract No.: MDTA 7-64

Project Title: The Adjustment by Employers, Unions and Workers to the Employment of Negro Workers in New Jobs

Principal Staff: Dr. Louis A. Ferman, Project Director

Objectives and Procedures:

This project is concerned with discovering problems that arise when an equal employment program is applied in an industry. Detailed information is being elicited on the practices, procedures, and experiences of business concerns, unions and workers in developing and applying an equal employment program.

Information is being developed through case studies involving personal interviews with executives and local plant managers of approximately 39 business firms, white and Negro employees, and where applicable, union representatives.

The equal employment policies, programs, and procedures of the firms are being evaluated and, where possible, patterns of experience prevalent among the companies are being identified.

The report of the findings in this study, which will include an analysis of procedures and practices (both successful and unsuccessful,) should furnish valuable guidelines for the development of future programs of non-discrimination in employment.

Status of Project:

As of June 1965, the companies had been selected, questionnaires developed, and the interviewing begun. Completion of the project is expected in late 1965.

Highlights of Findings:

Tentative observations from preliminary work suggest that the more organizational components of the company included in the equal employment program, the greater will be its chance of success. Also, if Negro workers are to be successfully integrated into a work force:

1. Top level management must be genuinely and totally committed.

2. Management must become positively involved in personal contact with the Negro community.

3. Power to force action should be lodged in a competent and aggressive senior executive.

4. The equal employment program must be flexible and responsive to changing needs and therefore subject to continuous review.

Contractor: Michigan State University
School of Labor and Industrial Relations
East Lansing, Michigan

Contract No.: MDTA 9-63

Project Title: Measuring the Benefits and Costs of Retraining Programs for Unemployed Workers

Principal Staff: Dr. Einar Hardin, Associate Director for Research (SLIR), and Associate Professor of Economics

Dr. Sigmund Nosow, Research Associate (SLIR), and Professor of Social Science

Objectives and Procedures:

This study seeks to answer questions about the economics of retraining programs. An attempt will be made to determine whether there are net economic advantages of retraining to the individual participants and to society as a whole.

Three estimates are being developed:

1. Private benefits and costs to participating individuals;
2. Social benefits and costs, covering the impacts on the national economy; and
3. Budget impacts, covering changes in government tax receipts and expenditures.

Data on benefits will be collected largely from trainees and control groups by means of personal interviews which will also cover personal characteristics and socio-psychological variables related to the economic returns on retraining expenditures. Most of the cost elements will be estimated from information to be provided by educational institutions and government agencies.

Status of Project:

Completion of the study, including the issuance of a final report, is scheduled for mid-1966.

Contractor: University of Minnesota
Laboratory for Research in Social Relations
Minneapolis, Minnesota

Contract No.: MDTA 44-64

Project Title: Annotated Bibliography of Research on Workers' Attitudes Toward Unemployment and Retraining

Principal Staff: Dr. Elliot Aronson
Associate Professor of Psychology

Objectives and Procedures:

The objective of this study was to compile a critical and evaluative annotated bibliography of research related to workers' attitudes regarding employment and unemployment. This includes attitudes about job satisfaction, unemployment compensation, retraining (necessitated by technological unemployment), et cetera. The research included was summarized and evaluated critically in terms of the criteria of scientific merit.

Status of Project:

The project has been completed, and the 57-item annotated bibliography was distributed on a limited basis to researchers in the field. The bibliography covers important research relating to the problems of unemployment and retraining done during approximately the past 30 years. The more significant articles and books are summarized and critically evaluated. Emphasis is placed upon the psychological components involved in unemployment and retraining. It should be a valuable tool for researchers who are interested in surveying the literature in this field, especially for sociologists and other behavioral scientists.

Contractor: National Bureau of Economic Research
New York, New York

Contract No.: MDTA 20-63

Project Title: Labor Force Trends and Projections in the United States

Principal Staff: Dr. Richard A. Easterlin
Member, National Bureau of Economic Research
Research Staff
Chantal Dubrin, Research Assistant

Objectives and Procedures:

The purpose of this study is to appraise the effects of recent and long-term trends in the growth and character of the labor force on labor force growth in the future.

A three-phased study is planned: A description and appraisal of the "long swings" in labor force growth since 1870; a more detailed analysis of the impact of developments shaping labor force growth from 1940-60, with a view to establishing the particular age-sex groups which were particularly affected by population and occupational changes; and a consideration of the implications of labor force growth from 1960-75 to determine the projected situation of various age-sex groups.

Status of Project:

The final report for the project is expected in late 1965.

Contractor: National Bureau of Economic Research
New York, New York

Contract No.: MDTA 31-64

Project Title: Research Conference on the Measurement and Interpretation of Job Vacancies

Principal Staff: Dr. Geoffrey H. Moore

Objectives and Procedures:

The National Bureau of Economic Research conducted a conference in April 1965 designed to stimulate research on job vacancies and the problems of regularly compiling job vacancy statistics. The NBER will prepare and publish proceedings of the conference. The agenda included papers and/or discussion in the following areas:

1. Needs for and uses of data for measuring the current demand for labor.
2. Conceptual problems of job vacancy measurement.
3. Other approaches to measuring the current demand for labor.
4. Empirical studies of job vacancies in the United States.
5. Empirical studies of job vacancies in other countries.

Status of Project:

The conference has been held and the proceedings should be completed by late 1965.

Contractor: National Committee for Children and Youth (NCCY)
Washington, D.C.

Contract No.: MDTA 15-63

Project Title: National Conference on Problems of Rural Youth in a Changing Environment

Principal Staff: Mrs. Isabella J. Jones

Objectives and Procedures:

The NCCY held a conference at Oklahoma State University, Stillwater, Oklahoma, from September 22-25, 1963. Some 350 participants, including national, State and local professional and lay leaders, met to develop recommendations on programs to deal with significant social and economic problems of rural youth. A principal purpose was to alert the Nation to the complex problems faced by rural youth and to stimulate research and action programs.

Conference participants met in 20 work groups to discuss such topics as:

1. New dimensions of vocational education for rural youth,
2. Realistic appraisals of employment and necessary preparation to fulfill job opportunities,
3. The economic base and potential of rural communities,
4. Improving community awareness of the situation of rural youth, and
5. Special problems of the children of migrant workers.

Status of Project:

The background papers prepared for this Conference will be reprinted in a volume scheduled for publication in late 1965. A separate volume - Rural Youth in a Changing Environment - which includes the proceedings of the Conference, the recommendations developed in working sessions, and a listing of ongoing action programs for rural youth at the local level - has been published by the Committee.

Contractor: National Education Association
Washington, D.C.

Contract No.: MDTA 34-64

Project Title: Pilot Program in Manpower Development to Assist School Districts to Modernize to Meet the Needs of Technological Change

Principal Staff: Dr. Virgil M. Rogers, Project Director

Objectives and Procedures:

This project is intended to help schools reorient their vocational education programs and to assist them in identifying implicit opportunities for shifting to broader and more general concepts of vocational education. The study will seek to determine means of adapting educational systems to current and future technological requirements.

The project director has spent the past year working closely with the superintendents and school staff in two very different school districts -- Quincy, Massachusetts and Parkersburg, West Virginia. He is collecting information from administrative staffs, school boards, townsmen, club groups, students, and PTA's to interpret the implications of the project and to discuss the newer vocational and manpower demands on the school system and new Federal legislation designed to provide assistance in this broad area. Assistance has been provided in plant and curriculum planning as well. Progress on the new programs will be reviewed during a follow-up period.

Status of Project:

The project, including the follow-up review, is expected to be completed, by mid-1966.

Contractor: National Opinion Research Center
University of Chicago
Chicago, Illinois

Contract No.: MDTA 22-64

Project Title: Negro College Graduates' Attitudes

Principal Staff: Dr. Peter Rossi

Objectives and Procedures:

This study is attempting to determine the employment aspirations, career decisions, and plans for graduate training of a selected sample of the 1964 college graduating class. These plans, insofar as they apply to Negro graduates, will be evaluated in the light of their attitudes toward their schools, the social situation on campus, and their concept of employment prospects.

This contract was negotiated through the National Institutes of Health--the National Science Foundation and the Labor Department are co-sponsors. The study involves the use of two questionnaires. The Labor Department is supporting the questionnaire sent to a stratified sample of Negro students attending both predominantly white and predominately Negro universities.

Questionnaires were returned by nearly 3,500 graduates of predominantly Negro institutions. Data from the returns have been tabulated and analysis and preparation of the report are now under way.

Status of Project:

Preliminary results are expected by the Fall of 1965.

Contractor: The University of North Carolina
Department of Economics
Chapel Hill, North Carolina

Contract No.: MDTA 25-64

Project Title: The Placement of College Teachers

Principal Staff: Dr. David Brown

Objectives and Procedures:

This study is seeking to determine the various methods by which college teachers, including those employed by 2-year institutions, obtain positions. The study will also consider the utilization of college teachers and may recommend ways in which their placement might be improved. Formal and informal arrangements and their importance to instructors of various ranks and in different fields will be investigated. The importance of school prestige, geographic region, doctrine, and demographic factors will be included in the study.

A sample of 6,000 college teachers has been given questionnaires. They were selected from stratified samples of 50 academic departments, 50 college placement offices, 25 professional associations, 25 public employment offices, 10 religious groups, and 10 employment agencies.

Status of Project:

The project is scheduled for completion in late 1965.

Contractor: The University of North Carolina
Department of Hospital Administration
School of Medicine
Chapel Hill, North Carolina

Contract No.: MDTA 26-64

Project Title: A Manpower Study of Clinical Laboratory Personnel Including Medical Technicians

Principal Staff: Dr. Robert R. Cadmus

Objectives and Procedures:

This pilot study will look at the jobs of a randomly-selected sample of individuals performing laboratory tests in hospitals in North Carolina. The jobs that will be studied range from that of laboratory assistant and medical technologist to clinical pathologist. Information will be obtained by interview on a variety of background factors including education and training. Relationships will be examined between laboratory activities, skill of procedures and individual background information in an attempt to sort out the various levels of skill required in the field of medical technology; skill levels required for various clinical laboratory tasks will then be related to the appropriate educational requirements.

Status of Project:

This contract is scheduled for completion in late 1965. Study results will be used to suggest effective and efficient patterns of personnel selection, utilization and training for those performing clinical laboratory services in North Carolina hospitals. In addition, methods will be developed for a more comprehensive, nation-wide study which could be undertaken at a later date.

Contractor: Northeastern University
Bureau of Business and Economic Research
Boston, Massachusetts

Contract No.: MDTA 21-64

Project Title: Management Decisions to Automate in Firms at Various Levels of Technology

Principal Staff: Dr. Dean S. Ammer, Research Processor and Director
Bureau of Business and Economic Research

Dr. Morris A. Horowitz, Associate Director
Bureau of Business and Economic Research and
Chairman, Department of Economics

Dr. Ernest DeCicco, Assistant Professor of Economics and
Senior Research Associate
Bureau of Business and Economic Research

Objectives and Procedures:

The study was conducted in order to better understand the reasons underlying managerial decisions to automate. The objectives of this study, which covered seven foundries of varying sizes and types, were to:

1. Compare original decisions to automate with results actually achieved;

2. Determine what intangible benefits (or losses) companies experienced as a result of automation decisions;

3. Evaluate effect of particular decisions on job mix, occupational structure, and wage rates; and

4. Estimate whether automation brings diminishing (or increasing) returns.

The main body of the report also incorporates findings from eight other foundries visited. This industry was particularly suited for a comparative case study approach, since one can find firms within it at almost every conceivable level of technology.

Status of Project:

A draft of the final report was submitted for review and comment in May. The project is scheduled for completion in August, 1965.

Highlights of Findings:

The researchers have made an intensive study of seven gray-iron foundries with related data from eight other foundries. Findings indicate that in the larger foundries management decisions to automate are primarily for expansion purposes, and to a great extent capital investment decisions are affected by business expectations. Moreover, conclusions show that the rate of technological change in the industry is still more "sluggish" than it was in the 1940-1950 period when most of today's "new" developments were actually developed. Application of the technology has increased in the last 2 years. The industry is not expected to be a source of new jobs nor is it expected to have any significant need for new job skills.

Contractor: Northern Michigan University
Marquette, Michigan

Contract No.: MDTA 16-64

Project Title: Formulation of a Regional Manpower Development Program for the Upper Peninsula of Michigan

Principal Staff: Dr. Kenneth L. Parkhurst

Objectives and Procedures:

The major objectives of the study are the development, demonstration, and evaluation of techniques and procedures for the construction of a regional manpower program which may serve as a model for other regions with similar problems.

The study will identify regional manpower demands for future economic growth for the years 1970 and 1975 in relation to independently developed economic projections for the Upper Peninsula of Michigan. Estimates of these implicit manpower requirements will reflect expected industry growth and changes in labor force productivity and will be presented by industry divisions and occupations. Since unemployment in the Upper Peninsula has averaged much higher than national rates in recent years, the relative movements of total employment opportunities and available labor force resources will be given special attention. Among the factors to be studied are the effects of migration, demographic data and the proportion of the population expected to seek employment.

Employment estimates developed under this project are expected to provide the basis for evaluating the adequacy of training resources in the peninsula. In addition, this project will identify the role that continuing local institutions, such as regional universities, can play in the analysis and implementation of a regional manpower development program.

Status of Project:

Work began in Fall 1964 and is scheduled for completion late in 1965.

Contractor: The City of Philadelphia
Manpower Utilization Commission
Philadelphia, Pennsylvania

Contract No.: MDTA 14-64

Project Title: A Study of the Need for Work Adjustment and Social Work Assistance for the Long-term Unemployed

Objectives and Procedures:

Emotional, psychological and motivational factors are believed to incapacitate the very long-term unemployed individual so that he can neither participate in the world of work nor benefit from vocational training or retraining. It is also believed that these incapacities can be overcome through specific pre-vocational experience consisting of work adjustment of social work assistance or a combination of both.

The project is attempting to determine the proportion of the long-term unemployed needing these special services and whether the specific programs of assistance offered in this project will significantly improve the employability and trainability of such persons. The costs and benefits achieved by this program will also be evaluated.

The research method involves the selection of a sample of long-term unemployed persons in the city of Philadelphia and the determination of the need for (a) work adjustment counseling, (b) social work assistance, and (c) a combination of both services for each of the persons selected in the sample. The groups referred to each of the above programs are being divided equally, one half being provided with the required service and the other half serving as a control group. Comparison of the success in training and post-training employment of those receiving the special service with those not receiving it should indicate the utility of the special pre-vocational programs offered.

Status of Project:

The final report is expected in late 1966.

Highlights of Findings:

The early progress reports indicate that the persons identified as needing work adjustment counseling generally accept it when offered but there appears to be some reluctance to accept the family service offered in the social work assistance protion of the program. It is also proving difficult to identify those needing only the social work aid. Persons in the control and experimental groups are now being placed in vocational programs.

Contractor: Richardson, Reed C., Professor of Economics
University of Utah
Salt Lake City, Utah

Contract No.: MDTA 18-63

Project Title: Impediments to Labor Mobility

Principal Staff: Dr. Reed C. Richardson, Professor of Economics,
University of Utah, Salt Lake City, Utah and
Dr. J. Kenneth Davies, Associate Professor,
Brigham Young University

Objectives and Procedures:

This study was designed to investigate the factors that impede the movement of workers from a specific area of high unemployment to nearby areas where job opportunities exist.

A sample of unemployed workers in Utah County, Utah, was interviewed to determine personal characteristics, training, skills, experience, and any general obstacles to mobility. An attempt was made to test responses of workers who indicated they were not adverse to moving by subsequent exposure to actual job openings that would require a change in residence.

Status of Project:

A draft of the study is in final review with completion expected in late 1965.

Highlights of Findings:

1. This study reinforces conclusions of earlier research in other locations regarding factors related to immobility, particularly the influence of such factors as age, secondary school age of children, past job immobility, length of unemployment, home ownership, financial involvement in home, years in residence and community, and willingness to undertake extensive commuting.

2. In the area studied, workers reported that aside from unemployment insurance payments, major reliance during periods of unemployment was on supplementary unemployment benefits, savings, earnings and other assets of the family.

3. Immobile workers relied more heavily than mobile workers on supplementary unemployment benefits, a working wife, and income from farm or rented properties for support during such periods of unemployment.

Contractor: Rutgers - The State University
New Brunswick, New Jersey

Contract No.: MDTA 39-64

Project Title: The Distinguishing Characteristics of Workers Eligible for Training Programs and Their Success or Failure in the Selection and Training Process

Principal Staff: Dr. Jack Chernick

Objectives and Procedures:

This project will identify the characteristics of individuals eligible to receive MDTA training, and determine to what extent these characteristics cause them to fall into the following categories:

1. Unemployed persons who have not in any way manifested an interest in training.

2. Persons who have indicated an interest in training and who:

    a. enter training and successfully complete the course;
    b. enter training and terminate before completion; or
    c. do not enter training at all.

It is hoped that once these characteristics are known, specialized training techniques could be applied to stimulate the interest and ability of those people who are unsuccessful at selection or training so that they could be capable of benefiting from MDTA programs.

The sample to be studied will consist of about 3,400 persons representing the various categories of persons described above, selected at random from the records of the New Jersey State Employment Service Offices. Pertinent data will be collected from existing records on the 3,400 individuals and will be supplemented by interviews in depth with about 400 persons.

Status of Project:

Questionnaires were pretested in early 1965. Background data have been obtained from available records. This project is expected to be completed by late 1965.

Contractor: Bureau of Social Science Research, Inc.
Washington, D.C.

Contract No.: MDTA 16-63 (See also Contract No. 81-08-26)

Project Title: The Employment of Retired Military Personnel with Specific Reference to Retraining

Principal Staff: Mrs. Laure M. Sharp, Study Director
Dr. Albert D. Biderman, Associate
Frank G. Davis, Research Analyst

Objectives and Procedures:

This study is investigating the transition from military to civilian careers of all retirees during a single month (May 1964) in order to identify problems in utilizing their skills and to determine possible needs for retraining. Detailed information on the transition is being developed from a sub-sample of 300 job-seeking retirees. The report is expected to provide data useful to private and governmental programs of counseling and training, and information for current and future military retirees. The study may also suggest considerations relevant to the broader phenomenon of the "second career."

Status of Project:

All information has been collected and is now being analyzed. Some preliminary findings were published in Manpower Training Facts (May 1965), which is available through OMAT.

Highlights of Findings:

Prior to retirement, virtually all respondents anticipated second careers. Yet only 36 percent of the officers and 23 percent of the enlisted men reported jobs waiting for them. Six months after retirement, 21 percent of the enlisted men and 17 percent of the officers were still actively seeking work. Those who were employed most often held relatively modest clerical or sales jobs. Nevertheless, long-run expectations were optimistic, even among those who still sought work.

The current study does not bear out the assumption that the high level of technical training received in the Armed Forces sparks civilian employment opportunities for military retirees. Nor are there employment difficulties primarily attributable to reluctance to relocate or to extravagant aspirations. Delays in job-seeking and possible need for retraining are the key causes for the difficulty retirees face. Respondents indicated the need for additional training to qualify for the first or a better job, but few had actually enrolled in training programs.

Contractor: South Bend Community School Corporation
Division of Adult and Vocational Education
South Bend, Indiana

Contract No.: MDTA 11-64

Project Title: Educational and Vocational Rehabilitation of the Hard Core Unemployed

Principal Staff: Robert C. Riley, Director
Adult and Vocational Education

Dr. Nathaniel J. Pallone
Research Director (Project Coordinator)

Ruth M. Bell
Staff Social Worker (Counselor)

Objectives and Procedures:

The objectives of the project were: (1) to provide basic educational skills (especially language and arithmetic) for 100 hard-core unemployed workers and to assist them in the development of favorable work attitudes; (2) to determine the educational, social, and attitudinal characteristics of hard-core unemployed workers amenable to the development of educational and vocational skills and appropriate work attitudes; and (3) to explore instructional techniques most appropriate to these purposes. Subjects received 36 weeks of educational skills improvement training, including both individual and group guidance, focusing on self-as-worker. Subsequently, they received 16 weeks of instruction in appropriate vocational training.

Status of Project:

The final report has been completed and distributed to depository libraries.

Highlights of Findings:

An overwhelming majority of the hard-core unemployed workers included in the study were found to be educationally, rather than mentally, retarded. It was demonstrated, in the course of this project, that it is possible to prepare such workers, in a relatively short time, to undertake vocational training. The report points out the failure of some conventional "intelligence" tests to reveal an individual's capacity for benefitting from remedial education.

Contractor: Stanford Research Institute
Menlo Park, California

Contract No.: MDTA 12-64

Project Title: The Scope of Industrial Training in Selected Skilled and Technical Occupations

Principal Staff: Dr. Harry Kincaid
Mr. Donald Woodworth
Miss Gertrude Peterson

Objectives and Procedures:

This study will help to determine the scope and impact of company-sponsored training efforts for skilled workers. It covers manufacturing plants in metal-working industries with 500 or more employees, and includes the occupations of maintenance electrician, tool and die maker, electronic technician, maintenance mechanic, millwright, and welder. For these occupations, information will be collected on recent employment trends, expectations of future changes, and the methods planned by employers for meeting future manpower needs. The study will also investigate the experiences of displaced workers in these occupations, and quantitative data concerning the numbers of workers trained and the general nature of the training.

Status of Project:

Questionnaires have been mailed to approximately 2,400 plants, and the final report is scheduled for completion early in 1966.

Contractor: Staten Island Mental Health Society, Inc.
Staten Island, New York

Contract No.: MDTA 18-64

Project Title: Restoration of Youth Through Training

Principal Staff: Dr. Wallace Mandell
Mr. Arno Safier

Objectives and Procedures:

A training program being undertaken and financed by the New York City Department of Correction is giving occupational training before release to 150 youthful offenders aged 18-21 years. The research study is concerned with the implications of such training for the future careers of delinquent youth. The experimental group receives training as operators of electronic data processing equipment. The training is on a full-time 6 day-a-week schedule combining job training, classroom instruction in literacy training, and self-management counseling.

Placement services, counseling and guidance, and family referral services are being given the experimental group during the post-release period, and the experience of this group is being compared with that of a control group of 150 volunteers. Both the experimental group and the control group must be able to pass an aptitude test designed for electronic data processing jobs.

The implications of this training program for other correctional institutions will receive careful study.

Status of Project:

The final report is due in the summer of 1965.

Highlights of Findings:

According to preliminary findings:

1. The experimental group has been highly receptive to acquiring IBM machine skills.

2. Various services provided under the program--particularly guidance, counseling, and placement made available after release--have apparently helped contribute to successful adjustment of ex-offenders.

3. Extensive efforts have to be devoted to overcoming employer resistence to hiring the young men.

4. Proportionately fewer trainees are being returned to prison than non-trainee controls.

Contractor: Temple University
Philadelphia, Pennsylvania

Contract No.: MDTA 41-64

Project Title: A Study to Develop Models for Industry and Occupational Employment Projections for Local Areas

Principal Staff: Dr. Louis P. Harms

Objectives and Procedures:

This project will develop models for projecting employment by industry and by occupation for local areas. The object of such projections is to forecast the job openings of industries and occupations within the area so appropriate action may be taken to implement local manpower policies. Such forecasts may also be used as planning goals for industrial development and development of manpower resources.

Models for achieving these projections are being developed for areas with differing industry structures. The areas are grouped as to (1) their urban, metropolitan character, and whether the area is specifically resource oriented or not; (2) industry structures not in urban areas, but not farming areas, i.e., counties or small labor areas, whether resource oriented or not; and (3) largely farming counties. Once the models have been developed for these areas, they could be applied to other areas having similar economic bases.

Projections of basic trends of employment by industry and occupation will be developed from analysis of historical data and judgemental factors for the years 1965, 1970, 1975 and 1980.

Status of Project:

The final report is scheduled for late 1965.

Highlights of Findings:

Industry employment data were tabulated for select areas in Pennsylvania. The data model includes adjustments for census classification changes and under-enumeration between Census reference periods. A preliminary projection model has been developed and projections have been made by broad industry and occupational groups for the Pennsylvania areas. The models have been applied to two other geographic areas.

Contractor: Tuskegee Institute
Tuskegee, Alabama

Contract No.: MDTA 19-64

Project Title: Vocational and Occupational Guidance in the Nineteen Sixties and Seventies

Principal Staff: Dr. P. Bertrand Phillips
Dean of Students

Objectives and Procedures:

To promote interest in the development of a meaningful vocational guidance program for Southern youth, an institute and a project conference was conducted for high-school principals and guidance counselors from seven Southern States.

Status of Project:

The workshop has been held. A report of the conference, including comments of the participants; an evaluation of the conference; recommendations for improving vocational and occupational information and its dissemination; and an evaluation of the extent and effectiveness of followup activities has been prepared.

Highlights of Findings:

A follow-up study of schools participating in the Conference showed a marked increase in activities related to the Conference subject. In 88 percent of the schools, for example, a greater variety of occupational information materials was being provided than had been provided previously. There was also an increase in the extent of student participation in guidance activities, and a step-up in programs aimed at identifying and assisting potential drop-outs.

Contractor: The W. E. Upjohn Institute for Employment Research

Contract No.: MDTA 6-64

Project Title: The Search for Jobs (How Blue- and Selected White-Collar Workers Seek Work)

Principal Staff: Dr. Harold L. Sheppard, Principal Investigator
Dr. A. Harvey Belitsky, Economist

Objectives and Procedures:

This study is concerned with the social, psychological, and economic factors that affect the job-seeking behavior of blue-collar and selected groups of white-collar workers. Personal interviews were conducted with approximately 550 unemployed workers as well as selected employers, union representatives and local community leaders in Erie, Pennsylvania.

Status of Project:

Field work has been completed, and a final report is expected in the Fall of 1965.

Highlights of Findings:

A preliminary analysis of the data indicates that:

1. The job-seeking behavior of an unemployed worker is affected by his expectations concerning reemployment at his previous place of work.

2. Job-seeking behavior patterns differ between men and women. Most of the male blue-collar workers who expected to be and were recalled to their old jobs were active job seekers after they became unemployed while the opposite was true of blue-collar women. Also, unemployed women cited the Employment Service more frequently than men as the first place they checked and the best way to find a new jobs. Unemployed men more often than women rated direct inquiry at the company gate or office as the best way of finding a job.

3. Workers successfully reemployed at new jobs were found to have started their job search earlier than either those recalled to their old jobs or those still unemployed.

4. Among workers not recalled to their old jobs, twice the proportion of older than younger workers were still unemployed at the time of the study.

5. Patterns of job-seeking behavior and success seem to be related to attitudinal factors such as degree of job interview anxiety and the need for achievement.

Contractor: U.S. Industries, Inc., Educational Science Division
Silver Spring, Maryland

Contract No.: MDTA 35-64

Project Title: An Evaluation of Instructional Reading Courses Developed Around Areas of Interest

Principal Staff: Dr. Richard E. Walther, Director

Objectives and Procedures:

An attempt is being made to develop self-instructional reading courses for young persons who are not self-supporting, who have minimal vocational interests, and whose reading ability is below the fifth grade level, as a means of motivating them to improve their reading skills and to take advantage of training, retraining, or normal employment procedures.

The study is being conducted in cooperation with Action for Boston Community Development, Inc. Exploratory field work in the development of reading materials has been completed; about 35 boys, aged 16 to 21, with minimal reading abilities, participated in this phase of the program. Three reading programs which include such job-related information as "rules of the road" for drivers of automobiles and descriptions of the kind of work done in certain skilled occupations such as plumber and carpenter, have been completed and are being tested, and other reading programs are being completed.

About 65 boys will participate in the final testing phase, which will indicate whether the program as a whole meets the stated objectives. Success will be evaluated through measures of the rate of dropouts from the training program, improvements in reading vocabulary, increases in employment in positions for which test subjects could not previously qualify, and increased interest in training programs and placement services or other normal employment procedures.

It is anticipated that the end result will include, in addition to the research report, an automated self-instructional reading program that can be subjected to further testing and evaluation to determine its effectiveness.

Status of Project:

The study is scheduled for completion in Fall 1965.

Contractor: The University of Wisconsin
Industrial Relations Research Center
Madison, Wisconsin

Contract No.: MDTA 14-63

Project Title: Training Implications of Job Shifts from Blue-Collar to White-Collar Employment

Principal Staff: Dr. James Stern and Dr. David Johnson, Professors of Economics

Objectives and Procedures:

This study is seeking to develop information on the extent and characteristics of shifts from blue-collar to some selected white-collar occupations. A sample of employees was canvassed to determine the number and kinds of shifts made, and about 450 workers in the Milwaukee area who have made such shifts during the last 5 years have been interviewed. Analyses are now being made to determine: (1) patterns of job shifts; (2) skill cores which are transferable; (3) training or skill acquisition processes used by successful shifters; and (4) correlations of such shifts with personal characteristics and attitudinal and behavioral variables.

Status of Project:

Field work has been completed, and a final report is expected early in 1966.

Highlights of Findings:

The analysis through June 1965 revealed that the largest number of blue-to-white collar occupational shifts occurring in Milwaukee County, Wisconsin during 1961 and 1962 were made into managerial, professional and technical, clerical, and sales occupations in that order with the largest concentration of the shifts occurring in manufacturing industries. Next in importance were services, retail trade, transportation, communication, and public utilities.

It was found that differing external and internal hiring procedures frequently exist concurrently and that employers sometimes use different standards when filling jobs from within the firm than for new hires. Educational and occupational standards may be relaxed when the personal qualities of an employee are known. Thus, production workers, for instance, may move into clerical-type jobs. When jobs are filled from the outside, on the other hand, some firms in effect use two recruiting offices--one for blue-collar workers and one for white. This tends to prevent the blue-collar worker with white-collar potential from being recognized and employed in the white-collar job.

Contractor: Women's Bureau
U.S. Department of Labor
Washington, D.C.

Contract No.: MDTA 30-64 (See also Contracts Numbers 81-08-22 and 81-08-10)

Project Title: Conference with School Guidance Counselors on Vocational Guidance For Girls

Principal Staff: Mary Dublin Keyserling, Director

Objectives and Procedures:

The purposes of the conference were:

1. To re-examine the approaches of school guidance counselors to the counseling of girls in light of their changing employment patterns.

2. To consider methods of aiding school guidance counselors in helping girls acquire a more realistic view of their futures.

Six State school guidance officials attended the conference as well as the Special Consultant to the Secretary of Labor for Youth Employment and representatives from the Office of Manpower, Automation and Training and the Women's Bureau in the Department of Labor and from HEW's Office of Education.

Status of Project:

The conference was held July 20-21, 1964, and as a result of its recommendations a regional conference on vocational counseling for girls was held under OMAT Contract 81-08-10.

Highlights of Findings:

Because of their different life patterns in relation to employment, the counseling of girls is different from that of boys. The conference concluded that outdated attitudes toward women's work role should be re-examined in view of the current facts. Counselors and counselor-educators need help in revising their approach to counseling girls. In addition, the conference stressed that girls must accept the probability that they will play a dual role as homemakers and paid workers for a large portion of their lives and need to be helped to realize their fullest potential in both capacities. To this end it is important that not only counselors but also parents and teachers, as well as community leaders, be reached through various media to be made aware of the changing socio-economic role of women.

The conference recommended that a few pilot regional conferences of school guidance counselors be held. It also suggested that up-to-date audio-visual and other special materials be developed to reach girls and their parents and also counselors and community groups.

PART III

COMPLETED PROJECTS

(Selected List)

Alphabetically by name of contractor.

SELECTED LIST OF COMPLETED PROJECTS*

Contractor and Principal Investigator	Title
Auerbach Corporation Richard Ridall	A Study of Manpower Requirements for Technical Information Support Personnel**
California, University of Margaret S. Gordon	Retraining and Labor Market Adjustment in Western Europe
Columbia University Eli Ginzberg	**"The Pluralistic Economy" (book published by McGraw-Hill Book Co., New York, 1965)**
Georgia Institute of Technology John L. Fulmer	Research Design to Forecast Demand for New Types of Technicians in an Industry
Human Sciences Research, Inc. Sidney Fine	The Nature of Automated Jobs and Their Educational and Training Requirements
International Labour Organization Marcel Robert	Health and Safety Aspects of Automation and Technological Change
Labor Statistics, Bureau of Donald M. Landay	Labor Mobility and Private Pension Plans**
Labor Statistics, Bureau of Sophia Cooper	Formal Occupational Training of Adult Workers**
Lebergott, Stanley Stanley Lebergott	Methods of Forecasting Short Term Unemployment Change
Little, Arthur D., Inc. Arthur A. Brown	Analysis of Automation Potential by Means of Unit Operations
Michigan, University of Dorothy H. Coons	Report of a Study Tour of European Industrial Therapy Centers
Minnesota, University of Elliot Aronson	Annotated Bibliography of Research on Workers' Attitudes Toward Unemployment and Retraining

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*Copies of the final reports on these projects may be consulted at any of the libraries or field offices listed starting on page 103.

**Copy of monograph or other information on this project available on request to Director of OMAT.

Contractor and Principal Investigator	Title
National Committee for Children and Youth Isabella J. Jones	Rural Youth in a Changing Environment
South Bend Community School Corporation Nathaniel J. Pallone	The Educational Rehabilitation of the Hard Core Unemployed
Stanford Research Institute Gertrude D. Peterson	An Evaluation of the Concept of Trainee Camps for Unemployed Youth**
Stanford Research Institute Richard S. Roberts	Management Decisions to Automate**
Tuskegee Institute L. H. Foster	Enhancing the Occupational Outlook and Vocational Aspirations of Southern Secondary Youth
Virginia State College, Norfolk Division William F. Brazziel	Factors in Workers' Decisions to Forego Retraining Under the Manpower Development and Training Act

APPENDIX I

DEPOSITORY LOCATIONS

FOR REPORTS

DEPOSITORY LOCATIONS FOR REPORTS

The following libraries contain copies of research reports submitted to the U.S. Department of Labor under the contract research program of the Office of Manpower, Automation and Training. The libraries are subscribers to the Library of Congress' Documents Expediting Project.

ALABAMA
University of Alabama Library
University, Ala.

ALASKA
University of Alaska Library
College, Alaska

ARIZONA
Matthews Library
Arizona State University
Tempe, Ariz.

University of Arizona Library
Tuscon, Ariz.

CALIFORNIA
University of California General Library
Berkeley, Calif.

University of California Library
Los Angeles, Calif.

University of California Library
Riverside, Calif.

University of California Library
Santa Barbara, Calif.

University of Southern California Library
Los Angeles, Calif.

John F. Kennedy Memorial Library
California State College at Los Angeles
Los Angeles, Calif.

California State Library
Sacramento, Calif.

San Diego State College Library
San Diego, Calif.

COLORADO
University of Colorado Libraries
Boulder, Colo.

Colorado State University Libraries
Fort Collins, Colo.

DISTRICT OF COLUMBIA
Library of Congress
Washington, D.C.

DELAWARE
University of Delaware Library
Newark, Del.

FLORIDA
Florida State University Library
Tallahassee, Fla.

University of Florida Libraries
Gainesville, Fla.

GEORGIA
University of Georgia Libraries
Athens, Ga.

HAWAII
University of Hawaii Library
Honolulu, Hawaii

ILLINOIS
Midwest Inter-Library Center
5721 Cottage Grove Avenue
Chicago, Ill.

University of Chicago Library
Chicago, Ill.

Northwestern University Library
Evanston, Ill.

University of Illinois Library
Urbana, Ill.

Southern Illinois University Library
Carbondale, Ill.

INDIANA
Indiana University Library
Bloomington, Ind.

Indiana State Library
140 North Senate Avenue
Indianapolis, Ind.

Purdue University Library
Lafayette, Ind.

Ball State Teachers College
Muncie, Ind.

Indiana State Teachers College
Terre Haute, Ind.

IOWA
State College of Iowa Library
  Serials Division
Cedar Falls, Iowa

KANSAS
University of Kansas Library
Lawrence, Kans.

Kansas State University
  Library
Manhattan, Kans.

MAINE
Raymond H. Fogler Library
University of Maine
Orono, Maine

MARYLAND
University of Maryland Library
College Park, Md.

Enoch Pratt Free Library
Baltimore, Md.

Johns Hopkins University
  Library
Baltimore, Md.

MASSACHUSETTS
Lesley College Library
Cambridge, Mass.

MICHIGAN
University of Michigan Library
Ann Arbor, Mich.

Detroit Public Library
5201 Woodward Avenue
Detroit, Mich.

Wayne State University Library
Detroit, Mich.

Michigan State University
East Lansing, Mich.

Eastern Michigan University
Ypsilanti, Mich.

MINNESOTA
University of Minnesota Library
Minneapolis, Minn.

MISSISSIPPI
Mississippi State University
  Library
State College, Miss.

Mississippi Southern College
  Library
P.O. Box 53, Station A
Hattiesburg, Miss.

MISSOURI
University of Missouri Library
Columbia, Mo.

Kansas City Public Library
Ninth and Locust Streets
Kansas City, Mo.

NEBRASKA
University of Nebraska Library
Lincoln, Nebr.

NEW HAMPSHIRE
Dartmouth College Library
Hanover, N.H.

NEW JERSEY
Rutgers University Library
New Brunswick, N.J.

Princeton University Library
Princeton, N.J.

NEW YORK
New York State Library
Albany, N.Y.

Brooklyn Public Library
Grand Army Plaza
Brooklyn, N.Y.

Cornell University Library
Ithaca, N.Y.

Columbia University Libraries
535 West 114th Street
New York, N.Y.

New York Public Library
Fifth Avenue and 42nd Street
New York, N.Y.

State University College
College Library
Potsdam, N.Y.

United Nations Library
New York, N.Y.

Syracuse University Library
Syracuse, N.Y.

Brooklyn College Library
Brooklyn, N.Y.

NORTH CAROLINA
Duke University Library
Durham, N.C.

University of North Carolina
Chapel Hill, N.C.

North Carolina State College
D.H. Hill Library
Raleigh, N.C.

OHIO
Ohio State University Libraries
1858 Neil Avenue
Columbus, Ohio

Kent State University Library
Kent, Ohio

Miami University Library
Oxford, Ohio

OKLAHOMA
Oklahoma State Library
109 State Capitol
Oklahoma City, Okla.

Oklahoma State University
Library
Stillwater, Okla.

Central State College Library
Edmond, Okla.

OREGON
University of Oregon Library
Eugene, Oreg.

PENNSYLVANIA
Lehigh University Library
Bethlehem, Pa.

The Pennsylvania State Library
Box 1601, Harrisburg, Pa.

Free Library of Philadelphia
Philadelphia, Pa.

American Institute for Research
410 Amberson Avenue
Pittsburgh, Pa.

Pennsylvania State University
Library
University Park, Pa.

Carnegie Library of Pittsburgh
Pittsburgh, Pa.

RHODE ISLAND
Brown University Library
Documents Division
Providence, R.I.

TENNESSEE
University of Tennessee Library
Documents Librarian
Knoxville, Tenn.

Joint University Libraries
Nashville, Tenn.

TEXAS
Dallas Public Library
Documents Librarian
Dallas, Tex.

UTAH
Brigham Young University
Documents Section
Provo, Utah

Library Periodical Room
University of Utah
Salt Lake City, Utah

VIRGINIA
University of Virginia Library
Public Documents
Charlottesville, Va.

WASHINGTON
University of Washington
Library
Seattle, Wash.

Washington State University
Library
Pullman, Wash.

WISCONSIN
Milwaukee Public Library
814 West Wisconsin Avenue
Milwaukee, Wis.

University of Wisconsin-
Milwaukee Library
Milwaukee, Wis.

WYOMING
University of Wyoming Library
Laramie, Wyo.

Copies of the contract research final reports may be consulted at the following field locations:

18 Oliver Street (BES and BLS)
Boston, Massachusetts 02110

341 Ninth Avenue (BES and BLS)
New York, New York 10001

301 Professional Arts Building (BES)
Chambersburg, Pennsylvania 17201

1371 Peachtree Street, N.E. (BES and BLS)
Atlanta, Georgia 30309

Engineers Building, Room 202 (BES)
Cleveland, Ohio 44114

U.S. Courthouse and Federal Office Building (BES and BLS)
219 South Dearborn Street
Chicago, Illinois 60604

Federal Office Building (BES)
Room 2200
911 Walnut Street
Kansas City, Missouri 64106

1114 Commerce Street (BES)
Room 220
Dallas, Texas 75202

334 Equitable Building (BES)
17th and Stout Streets
Denver, Colorado 80202

450 Golden Gate Avenue (BES and BLS)
P. O. Box 36017
San Francisco, California 94102

Smith Tower Building (BES)
Room 1911
Seattle, Washington 98104

1365 Ontario Street (BLS)
Room 740
Cleveland, Ohio 44114

APPENDIX II

GUIDELINES FOR SUBMISSION OF CONTRACT RESEARCH PROPOSALS UNDER THE MDTA

GUIDELINES FOR SUBMISSION OF CONTRACT RESEARCH PROPOSALS UNDER MDTA

CONTRACTUAL RESEARCH PROGRAM

Purpose

The Office of Manpower, Automation and Training (OMAT) conducts research in the broad areas of manpower resources, requirements, development, and utilization for the purpose of developing information and methods needed to deal with the problems of unemployment. It utilizes its own staff resources, those of the Department of Labor and other Federal agencies, and research resources outside the Federal Government.

Authority

Title I of the Manpower Development and Training Act of 1962 authorizes the Secretary of Labor to "arrange for the conduct of such research and investigations as give promise of furthering the objectives of this Act."

Under the above authority, the Department of Labor enters into *contracts* for the conduct of research by organizations outside the Department.*

PROPOSAL SUBMISSIONS

Qualified research specialists and organizations may submit proposals for research projects which give promise of furthering the objectives of the Manpower Development and Training Act. It is suggested that initial submissions of research proposals be in the form of preliminary submissions of research ideas. Such submissions should contain the following information in brief, nontechnical language:

1. Problem to be investigated.
2. Objectives of study.
3. Procedures.
4. Time and budget requirements (summary only).

Research organizations submitting research ideas to OMAT for the first time may also wish to submit background information on their staff, facilities, and capabilities for research.

Based on a review of preliminary submissions, OMAT may request formal contract research proposals in specific areas suggested. Such proposals would be expected to follow the guidelines contained in the instructions which follow.

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*The Manpower Act of 1965 also authorized the Department of Labor to award grants for research. See Introduction.

U.S. DEPARTMENT OF LABOR
Office of Manpower, Automation and Training

DL—MT—201
Budget Bureau No. 44—R 1216

INSTRUCTIONS FOR

PREPARING AND SUBMITTING A PROPOSAL FOR A RESEARCH PROJECT UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT, PL 87-415

These instructions are in three parts:

A. General instructions,

B. A specific outline to be used in describing the content and procedure of the research project, including personnel and facilities, and

C. An outline for an estimated budget.

There is *no printed* form to be used.

A. GENERAL INSTRUCTIONS

1. Proposal Submission

The first page of the proposal must show the following information in the order indicated.

PROPOSAL SUBMITTED TO THE DIRECTOR, OFFICE OF MANPOWER, AUTOMATION AND TRAINING, U.S. DEPARTMENT OF LABOR, FOR THE CONDUCT OF A RESEARCH PROJECT UNDER THE PROVISIONS OF TITLE I OF THE MANPOWER DEVELOPMENT AND TRAINING ACT, PL 87-415

Project title:	(Be concise, descriptive, and as specific as possible. Avoid obscure technical terms. Include key words under which project may be indexed.)
Submitted by:	(Name of organization, institution, agency, or individual hereinafter referred to as "organization.")
Address:	(Of organization.)
Telephone number:	(Of organization. Include area code.)
Initiated by:	(Full name and position of individual who is initiating project, ordinarily the director or chief investigator.)
Transmitted by:	(Full name and position of official who is approving the submission of the proposal. This must be someone with authority to commit the organization to the proposed project. The proposal should be signed by both the initiator and the transmitter on the original or master copy.)
Date:	(Date transmitted.)

2. Mailing Address for Proposals

Send all proposals to: Director
Office of Manpower, Automation and Training
U.S. Department of Labor
Washington, D.C. 20210

3. Scope and Substance of the Proposal

The initial proposal should be complete enough to communicate all the information necessary for a sound evaluation. Excessive length should be avoided. It should encompass the following:

a. *Area of Study*

(1) The proposed research should seek to develop new knowledge or new applications of existing knowledge which give promise of furthering the objectives of the Manpower Act. The objectives of the Manpower Act as stated in title I of the act may be summarized as follows:

(a) To develop and apply the information and methods needed to deal with the problems of unemployment and other malutilizations of manpower resources.

(b) To accomplish technological progress while avoiding or minimizing individual hardship and widespread unemployment.

(c) To raise the skill levels of the Nation's work force, to increase the Nation's productivity, and to provide the manpower resources needed for the advancing technology.

(2) The project should be focused primarily on significant manpower problems.

(3) The anticipated results of the project should have broad national interest. Projects may be limited to special areas *only* where such studies can be shown to provide a basis for generalized conclusions, or to have application over a wide area.

(4) The project should not duplicate ongoing research; nor should it duplicate completed research the results of which provide currently valid applications.

b. *Research Design*

(1) The problem with which the research proposes to deal should be clearly defined.

(2) The proposal should reflect an adequate knowledge of other research related to the problem.

(3) Questions to be answered or hypotheses to be tested should be well formulated and clearly stated.

(4) The proposal should outline fully the procedures to be followed and wherever applicable, include information on such matters as sampling procedures, controls, types of data to be gathered, and statistical analyses to be made.

c. *Personnel and Facilities*

(1) The director or principal investigator must be someone who has previously done successful research in the the area involved or who has clearly demonstrated competence for performing or directing work in that area.

(2) The organization or individual submitting the proposal must have facilities and staff available which are adequate for carrying out the research.

(3) Where applicable, as, for example, for a research proposal involving a casework study of a training program, the proposal should indicate the agreed interest and intended cooperation in the program on the part of all local agencies whose interest and cooperation are necessary for the successful accomplishment of the research project.

d. *Economic Efficiency*

(1) The suggested approach to the problem must be reasonable in terms of overall cost as compared with the cost of other possible approaches.

(2) The suggested approach to problems involving the analysis of statistical data must utilize, to the extent feasible, data already available or being collected through government and other sources.

(3) The total proposed expenditure must be justifiable in terms of the probable value of the results of the proposed research.

4. Preparation of Proposal Statements and Reports

Generally, initial proposals should run about 8 to 10 pages in length. More detailed and lengthier statements may be required for proposals during negotiation.

a. *Number of Copies Required*

Proposals should be submitted in 30 copies, typed or otherwise reproduced on white paper of standard size on one side only.

b. *Submission and Review Dates*

Proposals may be submitted at any time, and will be reviewed as expeditiously as possible. Acknowledgment of receipt will usually be made within 15 days. Processing, review by research specialists, and evaluations of comments received usually require 60 days from receipt of proposal.

5. Approval

Notice of approval for negotiation (or disapproval) will be given as soon as possible following review and evaluation. Final approval for contracting will depend on negotiations, and will require agreement on content, structure and budget of the project by both the organization and the Office of Manpower, Automation and Training.

NOTE: As required by the Office of Statistical Standards, Bureau of the Budget, any research contract entered into will include the following clause: "The Researcher shall submit to the Secretary or his designated representative copies of all proposed questionnaires and survey plans for clearance in advance of the use in accordance with the Federal Reports Act of 1942."

B. OUTLINE OF PROPOSAL CONTENT AND PROCEDURE

Follow the outline below in describing the proposed project. Identify each section by number and title as indicated in the outline.

1. Abstract

On a *single, separate* page submit a summary of the proposal under two main heads: (1) Objectives and (2) Procedures.

2. Problem

Give a brief statement of the problem to be investigated explaining its importance and significance in relationship to the objectives of the Manpower Act.

3. Objectives

State the hypotheses to be tested or the specific questions to be answered.

4. Relationship to Other Research

Discuss the proposed study in relation to previous or ongoing research in related areas, and indicate how the proposed study will extend the body of knowledge about the areas. Point our what will be distinctive or different about the proposed research as compared with previous research, and in what ways it may suggest or lend support to programs for action in the manpower area.

5. Procedure

Describe the procedure in detail listing the steps to be followed. Where pertinent, be sure to include specific information on each of the following:

a. *Populations, samples, experimental and control groups, if any.*

Indicate their origin, composition, purpose, use, numbers involved, types of data to be collected on each, sampling plans, etc.

b. *Experimental design and methods to be used.*

c. *Data.*

Describe types to be gathered and methods to be used. Indicate extent to which the data analyzed will be from existing sources, such as Department of Labor or Census Bureau. Describe questionnaires, interview guides, tests, and other research instruments to be used.

d. *Analyses.*

Indicate methods of statistical and other analyses to be used in testing the hypotheses or achieving the objectives.

e. *Phasing.*

Indicate approximate time schedule for various aspects or phases of the project.

f. *Expected endproduct.*

This should include preliminary reports of findings periodically during the course of the project, and a final report.

6. Personnel

Give name, title, and a brief statement of the research experience of the principal investigator, and of other key personnel if possible.

7. Facilities

Indicate special facilities and similar advantages, including research staff resources, available to the organization.

8. Duration

Estimate total time for project and indicate beginning and ending dates.

9. Other Information

Indicate other information pertinent to the proposal, including the following:

a. Extent of agreed cooperation in project by agencies whose support is necessary for the successful accomplishment of objectives. Include names and titles of officials of such agencies giving assurance of cooperation. For example, in a training-research project, cooperation of State employment security agency may be vital to the success of the project.

b. Amount of financial or other support available for this project from other sources.

c. Whether this proposal has been or will be submitted to any other agency or organization for financial support.

d. Whether this proposal is an extension of or an addition to a previous project supported by the Department of Labor or other government agency.

e. Whether this project or a similar one was previously submitted to the Department of Labor or other government agency.

C. BUDGET

Include a section on estimated costs of the project to be covered by contract with the Department of Labor. Start this section on a new page, identifying it in sequence with previous sections as "10. Budget."

The cost of performance of a contract includes the costs of necessary direct items of expenditure incurred in the performance of the contract; it may also include an amount for overhead or indirect costs to be determined by negotiation.

Following the categories as shown in the outline below, and rounding all amounts to the nearest dollar, list anticipated requirements for all items of expenditure. If the project is expected to extend beyond the end of the fiscal year (June 30), indicate amounts required for each year and in total.

1. Direct Costs

a. *Personal Services*

(1) Include salaries and wages of all personnel which are directly attributable to actual performance under this contract, whether on a full- or part-time basis. (List personnel by title, man-months and dollar amount.)

(2) Include, in connection with the above, but identify separately, allowances for vacation, holiday, and sick-leave pay. Also include employee benefits if customarily granted.

(3) Include consultants as required.

b. *Materials and Supplies*

List all materials and supplies which are directly expended by the contractor in performance of the contract.

c. *Travel*

Include subsistence during travel, in accordance with the contractor's established policy.

d. *Communications*

Include telephone and telegraph charges.

e. *Services*

Include those not specifically covered under personal services. When a study involves securing information through Federal agencies (as U.S. Bureau of the Census) or State agencies (as State employment service), the costs of such services should be included.

f. *Other*

Itemize by category and amount.

2. Indirect Costs or Overhead

Include pro-rata share of administrative costs. Give basis for the determination of the proposed overhead rate and reference to other current Government contracts, if any. Overhead rates may be fixed during the negotiation of a contract, or may be determined provisionally, with final settlement made at the conclusion of the contract.

If the division between direct and indirect costs as outlined above differs from the contractor's established accounting system and procedures for allocating such costs, the contractor's system may be followed and the differences will be considered in negotiating an equitable percentage to be applied in the contract. It is most important that all items of cost be readily identifiable regardless of whether they are shown as direct or indirect.

The proposed budget will be reviewed against applicable Federal regulations as part of the initial review. Where changes are necessary for projects which are otherwise approved for negotiation, these changes, as well as decisions concerning the determination of overhead rate, will be made during the negotiation of the contract.

APPENDIX III

GUIDELINES FOR APPLICATIONS FOR GRANTS IN SUPPORT OF RESEARCH PROJECTS UNDER THE MDTA

DL-MT-242
Budget Bureau No. 44- R1296

U. S. DEPARTMENT OF LABOR
MANPOWER ADMINISTRATION
OFFICE OF MANPOWER, AUTOMATION AND TRAINING

GUIDELINES FOR APPLICATIONS FOR GRANTS IN SUPPORT OF RESEARCH PROJECTS UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 AS AMENDED

MANPOWER RESEARCH PROGRAMS

The Manpower Development and Training Act of 1962 as Amended (copy attached) authorizes the Secretary of Labor to "arrange, through grants or contracts, for the conduct of such research and investigations as give promise of furthering the objectives of this Act." Under this authority, the Department of Labor conducts the following programs of manpower research outside the Department:

1. The Department awards grants (not to exceed $10,000 per grant) to public and other nonprofit academic institutions and research organizations and scholars associated with such organizations to support exploratory manpower research which: (a) may lead to new fields of inquiry or new methods of approach to areas already under some degree of study, or (b) seeks to develop research designs for studies which give promise of useful results. Guidelines for applications for such grants are provided below.

2. The Department awards grants (not to exceed $10,000 per grant) to public and other nonprofit academic institutions in the name of doctoral candidates to support the research for their dissertations. Academic institutions offering doctoral degrees in areas of study which relate to the manpower field are eligible to nominate candidates for such grants. Guidelines for Applications for Grants in Support of Doctoral Dissertations under the Manpower Development and Training Act of 1962 as Amended are available on request.

3. The Department enters into contracts with qualified research specialists and organizations. Guidelines for Submission of Contract Research Proposals under MDTA are available on request.

GRANTS IN SUPPORT OF MANPOWER RESEARCH

Public and other nonprofit academic institutions and research organizations and individual researchers associated with such institutions or organizations may apply for grants to support exploratory research in the manpower field.

Grant Conditions

The maximum amount of any one grant is $10,000 for a period not to exceed 1 year. For projects scheduled for more than 1 year, additional grants, each within the same limitation, may be made for a total of not to exceed 3 years, subject to availability of appropriated funds, receipt of progress reports showing reasonable progress, and requests for such renewals to be submitted not later than one month before the expiration of previous grants. The initial grant will indicate the period for which the Department intends to support the project.

Grant funds may be expended only for the purpose of carrying out the research program as approved. All grant awards are subject to the condition that the principal investigator designated in the application continues to be responsible for the conduct of the approved project for its duration. Continuation of grants in the event the principal investigator becomes unavailable will be contingent upon written approval by the Department of the person chosen by the grantee to replace the principal investigator.

For applications which are approved, 5 reproduced copies of the final report resulting from the research will be required. For projects extending beyond one year, each renewal will be considered as a separate grant, and a progress report will be required with the request for renewal.

Any survey plans, surveys or questionnaires arising from the research under an approved grant will be identified solely as the responsibility of the grantee, and will in no way be attributed to the Department of Labor.

Publications based on the research conducted under the grant will acknowledge that the research was supported by a grant from the Office of Manpower, Automation and Training of the U. S. Department of Labor under the Manpower Development and Training Act of 1962 as Amended. The Department will have a nonexclusive right to publish and distribute the final report of the research, and to use the findings, including any research designs developed by the research, for any purpose whatsoever.

Criteria for Approval

A primary consideration in the approval of any grant request is the relevance of the area of study to the objectives of Title I of the Manpower Development and Training Act. Proposals which are determined to be relevant to the objectives of the Manpower Development and Training Act will be considered by a review panel, and approved or disapproved in relation to criteria such as the following:

a. Manpower Significance

(1) The project is focused primarily on significant manpower problems.

(2) The anticipated results or methodology of the project have broad national interest. Projects limited to special areas provide a basis for generalized conclusions, or have application over a wide area.

b. Research Design

(1) The problem with which the research proposes to deal is clearly defined.

(2) The proposal reflects an adequate knowledge of other research related to the problem.

(3) Questions to be answered or hypotheses to be tested are well formulated and clearly stated.

(4) The proposal outlines fully the procedures to be followed and wherever applicable, includes information on such matters as sampling procedures including the size of the population to be studied and the size of sample and control groups, as well as types of data to be gathered, and statistical analyses to be made.

c. Personnel and Facilities

(1) The experience and training of the principal investigator appear adequate to carry out the research.

(2) The facilities available to the investigator(s) are adequate to carry out the research.

(3) The plan provides, wherever feasible, for encouraging and increasing knowledge and skills of professional personnel and of new research workers.

d. Economic Efficiency

(1) The suggested approach to the problem is reasonable in terms of overall cost as compared with the cost of other possible approaches.

(2) The suggested approach to problems involving the analysis of statistical data utilizes, to the extent feasible, data already available or being collected through government and other sources.

(3) The total proposed expenditure is justifiable in terms of the probable value of the results of the proposed research.

Approval may be conditional on acceptance of changes in the project or the budget, or both, as recommended by the review panel.

Grant Revisions

The terms of any approved grant will be revised only if major changes in the areas to be investigated are agreed to be necessary. Changes in the research approach suggested by the development of a project or to expedite the achievement of its objectives, but which do not materially change the scope and purpose of the study, may be made at the discretion of the grantee. Adjustments within the estimated approved budget may be made at the discretion of the grantee if the total amount of the grant is not increased.

Prior written approval of the Department is required for:

(a) Substantial changes in the scope or purpose of a study, with or without changes in budget; or

(b) Any increase in the total budget for a grant.

Submission of Applications

Fifteen copies of each application should be sent to:

Director
Office of Manpower, Automation and Training
U. S. Department of Labor
Washington, D. C. 20210

Applications received will be reviewed and awards will be announced twice each year on the following schedule:

Applications received by	March 1	October 1
Awards announced on or about	April 15	December 1

The Application

Applications should contain the information requested below in the order indicated. There is no printed form to be used.

1. The first page should show the following:

PROPOSAL SUBMITTED TO THE DIRECTOR, OFFICE OF MANPOWER, AUTOMATION AND TRAINING, U. S. DEPARTMENT OF LABOR, FOR A GRANT IN SUPPORT OF A RESEARCH PROJECT UNDER THE PROVISIONS OF TITLE I OF THE MANPOWER DEVELOPMENT AND TRAINING ACT, PL 87-415, AS AMENDED.

Project title: (Be concise, descriptive, and as specific as possible. Include key words under which project may be indexed.)

Submitted by: (Name of institution or organization hereinafter referred to as "organization.")

Address: (Of organization.)

Telephone number: (Of organization. Include area code.)

Principal investigator: (Full name and position of the principal investigator.)

Transmitted by: (Full name and position of official who is approving the submission of the proposal. This must be someone with authority to commit the organization to the proposed project. The proposal should be signed by both the principal investigator and the transmitter on the original or master copy.)

Date: (Date Transmitted.)

2. Abstract. On a single, separate page submit a summary of the proposal including (a) Title of project, (b) Name of organization, (c) Name of principal investigator, (d) Objectives, (e) Procedures, (f) Time schedule, i.e., beginning and ending dates (first year total and project total if longer than one year).

3. Problem. Give a brief statement of the problem to be investigated, explaining its importance and significance.

4. Objectives. State the objectives of the research project, including hypotheses to be tested and specific questions to which answers will be sought. For research design studies, include the ultimate objectives of the research to be designed.

5. Relationship to other research. Cite or summarize pertinent research related to the proposed study. Present the rationale upon which the proposal is based. Indicate the uniqueness of the proposal.

6. Procedure. Describe the procedure in detail listing the steps to be followed. Include specific information on each of the following, as appropriate:

a. General design of project.
b. Population and sample to be studied.
c. Data to be gathered and methods to be used.
d. Methods of analysis to be used.
e. Time schedule indicating length of time required for each major phase of the study.

7. Personnel. Give name, title, and a brief statement of the research experience of the principal investigator, and of other key personnel.

8. Facilities. Indicate special facilities and similar advantages, including research staff resources, available to the organization.

9. Other information. Indicate other information pertinent to the proposal, including the following:

   a. Amount of financial or other support available for this project from other sources.

   b. Whether this proposal has been or will be submitted to any other agency or organization for financial support.

   c. Whether this proposal is an extension of or an addition to a previous project supported by the Department of Labor or other government agency.

   d. Whether this proposal or a similar one was previously submitted to the Department of Labor or other government agency.

10. Budget. Include a section on estimated costs of the project to be covered by the grant. Start this section on a new page.

The cost of the project includes the costs of necessary direct items of expenditure incurred in its performance; it may also include an amount of overhead or indirect costs at a rate not to exceed 20 percent of total direct costs.

Following the categories as shown in the outline below, and rounding all amounts to the nearest dollar, list anticipated requirements for all items of expenditure. If the project is expected to extend beyond one year, indicate amounts required for each year and in total.

a. Direct Costs

(1) Personal Services. Include:

(a) Salaries and wages of all personnel which are directly attributable to actual performance under this grant, whether on a full- or part-time basis. (List personnel by title, man-months and dollar amounts.)

(b) In connection with the above, but identify separately, allowances for vacation, holiday, and sick-leave pay. Also include employee benefits to extent customarily provided by university.

(c) Consultants as required.

(2) Materials and Supplies. List all materials and supplies which are to be directly expended in performance of the contract.

(3) Travel. Include subsistence during travel, in accordance with the grantee's established policy, but not to exceed $16 per diem.

(4) Communications. Include telephone and telegraph charges, unless these are included in indirect costs.

(5) Services. Include those not specifically covered under personal services.

(6) Other. Itemize by category and amount.

b. Indirect Costs or Overhead.

A fixed rate, either at the grantee's established audited rate, or at an agreed rate not to exceed 20 percent of total direct costs, whichever is lower.

The proposed budget will be reviewed against applicable Federal regulations, such as Bureau of the Budget Circular No. A-21, as part of the review of the proposal. Where changes are necessary for projects which are otherwise approved, final approval will be conditional on the acceptance of these changes.

APPENDIX IV

GUIDELINES FOR APPLICATIONS FOR GRANTS IN SUPPORT OF DOCTORAL DISSERTATIONS UNDER THE MDTA

DL-MT-241
BUDGET BUREAU NO. 44-R1297

U.S. DEPARTMENT OF LABOR
MANPOWER ADMINISTRATION
OFFICE OF MANPOWER, AUTOMATION AND TRAINING

GUIDELINES FOR APPLICATIONS FOR GRANTS IN SUPPORT OF DOCTORAL DISSERTATIONS UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 AS AMENDED

MANPOWER RESEARCH PROGRAMS

The Manpower Development and Training Act of 1962 as Amended (copy attached) authorizes the Secretary of Labor to "arrange, through grants or contracts, for the conduct of such research and investigations as give promise of furthering the objectives of this Act." Under this authority, the Department of Labor conducts the following programs of manpower research outside the Department:

1. The Department awards grants (not to exceed $10,000 per grant) to public and other nonprofit academic institutions in the name of doctoral candidates to support the research for their dissertations. Guidelines for applications for such grants are provided below.

The Department of Labor cannot sponsor fellowships for graduate study. However, as a means of assisting graduate students interested in teaching in the manpower field, it is suggested that universities select such students for National Defense Education Act Title IV Graduate Fellowships.*/

2. The Department awards grants (not to exceed $10,000 per grant) to public and other nonprofit academic institutions and research organizations and scholars associated with such organizations to support exploratory research which: (a) may lead to new fields of inquiry or new methods of approach to areas already under some degree of study, or (b) seeks to develop designs for studies which give promise of useful results. Guidelines for Applications for Grants in Support of Research Projects under the Manpower Development and Training Act of 1962 as Amended are available on request.

3. The Department enters into contracts with qualified research specialists and organizations. Guidelines for Submission of Contract Research Proposals under MDTA are available on request.

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*/ For further information on the NDEA Graduate Fellowship program, write to: The Division of Graduate Programs, U.S. Office of Education, Washington, D. C. 20202

GRANTS IN SUPPORT OF DOCTORAL DISSERTATIONS

Academic institutions offering doctoral degrees in areas of study which relate to the manpower field (such as economics, sociology, psychology, education and the behavioral sciences generally) may apply for grants to support dissertation research of graduate students who have completed all requirements for the doctoral degree except the doctoral dissertation, or who will have met these requirements before the grant is awarded. A separate application must be submitted for each candidate nominated by the university for a grant. Such a grant will be made to the university in the name of the candidate.

Grant Conditions

The maximum amount of any one grant is $10,000 for a period not to exceed 1 year. For projects scheduled to require more than 1 year, support may be given through renewals of grants for a total of not to exceed 3 years, subject to availability of appropriated funds, receipt of progress reports showing reasonable progress, and requests for such renewals to be submitted not later than one month before the expiration of previous grants. The initial grant will indicate the period for which the Department intends to support the project.

The grant may cover the following costs:

1. Support for the doctoral candidate. This will be on a stipend basis, determined by the proportion of time spent by the candidate on his dissertation times the following full-time annual stipend rates:

Single individual	$4,000
Married, no children	4,500
Married, one or more children	5,000

Thus, for example, a married man with children who teaches half-time and works on his dissertation half-time for 9 months of the year, and devotes full-time to his dissertation the other 3 months could receive a stipend of $3,125 (3/4 year at half-time, $1,875, plus 1/4 year at full-time, $1,250).

However, a candidate who has been regularly employed in teaching or research activities by the sponsoring university or a related research organization, and for whom the dissertation research requires relief from part or all of his employment, may be supported at his established rate of pay, prorated for the proportion of his time devoted to the dissertation.

2. Direct project costs, such as clerical assistance, necessary travel and supplies.

3. Indirect costs at a fixed rate not to exceed 20 percent of direct costs to cover services provided by the university.

For applications which are approved, 5 copies of the final report resulting from the research will be required. For projects extending beyond one year, each renewal will be considered as a separate grant, and a progress report will be required with the request for renewal.

Any survey plans, surveys or questionnaires arising from the research under an approved grant will be identified solely as the responsibility of the university or the doctoral candidate, and will in no way be attributed to the Department of Labor.

Publications based on the research conducted under the grant will acknowledge that the research was supported by a grant from the Office of Manpower, Automation and Training of the U.S. Department of Labor under the Manpower Development and Training Act of 1962, as amended.

Submission of Applications

Fifteen copies of each application should be sent by the university to:

Director
Office of Manpower, Automation and Training
U.S. Department of Labor
Washington, D. C. 20210

Applications will be accepted through February 1 of each year for work to be conducted or initiated during the ensuing one-year period. Announcement of awards will be made on or about March 1. Grants approved for candidates who have not completed all the requirements other than the dissertation for the doctoral degree at the date of the application, will be effective on receipt from the university of notice that all the requirements have been met.

Criteria For Approval

A primary consideration in the approval of any grant request is the relevance of the area of study to the objectives of Title I of the Manpower Development and Training Act.

All elements of an application which is acceptable by the above criterion will be considered by a review panel. The standing of the candidate and his proposed project relative to other candidates and to the availability of funds for the program will determine whether or not the project will be approved for a grant. Approval may be conditional on acceptance of changes as recommended by the review panel, including budget revisions.

The Application

Applications should contain the information requested below in the order indicated. There is no printed form to be used.

1. The first page should show the following:

PROPOSAL SUBMITTED TO THE DIRECTOR, OFFICE OF MANPOWER, AUTOMATION AND TRAINING, U.S. DEPARTMENT OF LABOR, FOR A GRANT IN SUPPORT OF A DOCTORAL DISSERTATION UNDER THE PROVISIONS OF TITLE I OF THE MANPOWER DEVELOPMENT AND TRAINING ACT, PL 87-415, AS AMENDED.

Submitted by: (Name of university and department sponsoring the candidate.)

Address: (Of university)

Candidate: (Name, address and telephone number. Candidate should sign original or master copy.)

Project title: (Concise, descriptive and as specific as possible.)

Sponsor: (Name, position and phone number of university advisor or sponsor of candidate. Sponsor should sign original or master copy.)

Transmitted by: (Name, position and phone number of approving official. This should be someone with authority to commit the university, and he should sign the original or master copy.)

Date: (Date transmitted.)

2. The background of the candidate. Include statement of education and employment experience, and a list of published work.

3. A statement by the candidate's sponsor on the interests and potential of the candidate.

4. A brief description, generally not more than three pages in length, of the proposed work, prepared by the candidate, and covering:

    a. The problem to be investigated.

    b. The objectives of the study.

    c. Procedures to be used.

    d. A time schedule for the project. This may extend beyond the one-year limit on the initial grant as a basis for additional grants.

5. A budget statement, in detail for the current year, with tentative totals for additional years, if any. Detailed budgets will be required as part of each renewal application. Items to be shown in detailed budgets are as follows:

a. Direct Costs.

(1) Personal services.

(a) Show the portion of the candidate's time to be spent on the project and the rate of pay. If the rate is different from the stipend rate stated earlier in these guidelines, indicate the basis for the recommended rate.

(b) Include clerical or secretarial help attributable to the project.

(c) Include employee benefits to extent customarily provided by university.

(2) Materials and supplies.

(3) Travel, including subsistence in accordance with the university's established policy but not to exceed $16 per diem.

(4) Communications and services not included elsewhere.

(5) Other direct costs. Itemize by category and amount.

b. Indirect Costs. A fixed rate, either at the university's established audited rate, or at an agreed rate not to exceed 20 percent of total direct costs, whichever is lower.

☆U.S. GOVERNMENT PRINTING OFFICE: 1965 O - 793-216

PUBLICATIONS AVAILABLE FROM OMAT OFFICE OF RESEARCH
(Published in Fiscal Year 1965)

RESEARCH BULLETINS: Manpower Research Bulletin No. 6 - The Mentally Retarded: Their Special Training Needs

Manpower Research Bulletin No. 7 - Training Foreign Nationals for Employment with U.S. Companies in Developing Countries: Implications for Domestic Programs

PRESIDENT'S REPORT: Manpower Report of the President and Report on Manpower Requirements, Resources, Utilization, and Training (March 1965)
Provides statistical data and related information in respect to the Nation's manpower and training needs present and future, and the steps necessary to meet them.

SECRETARY'S REPORT: Manpower Research and Training Under the Manpower Development and Training Act--A Report by the Secretary of Labor (March 1965)

MONOGRAPHS: Manpower/Automation Research Monograph No. 1 - Manpower for Technical Information Work: A Pilot Study

Manpower/Automation Research Monograph No. 2 - Formal Occupational Training of Adult Workers

Manpower/Automation Research Monograph No. 3 - Management Decisions to Automate

SEMINARS ON MANPOWER POLICY AND PROGRAM:

Cybernation and Social Change - by Donald N. Michael

Labor Looks at Automation and Civil Rights - by Jack T. Conway

Twenty Years of Economic and Industrial Change - by Robert A. Gordon

Measurement of Technological Change - by Solomon Fabricant

MISCELLANEOUS:

Automation and Some Implications for the Handicapped